

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 5/26/2017 4:48:48 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Parker, Gary [parker.gary@epa.gov]
Subject: FW: Workforce Reshaping follow up
Attachments: VERA-VSIP OrgChart.v2.pptx

From: Lattimore, Kraig
Sent: Friday, May 26, 2017 12:11 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Workforce Reshaping follow up

Hi Debbi,

See attached organizational chart.

From: Hart, Debbi
Sent: Friday, May 26, 2017 10:47 AM
To: Lattimore, Kraig <lattimore.kraig@epa.gov>
Subject: RE: Workforce Reshaping follow up

Hello Kraig-

Can you please send over OGC's current org chart (in PowerPoint if possible). Thanks in advance and please let me know if we need to talk about anything.

I wish you a fantastic holiday weekend! Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Lattimore, Kraig
Sent: Wednesday, May 17, 2017 1:56 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Packard, Elise <Packard.Elise@epa.gov>
Subject: Workforce Reshaping follow up

Hi Debbi,

Please see OGC's targeted numbers on the attached spreadsheets. Let me know if you need any additional information. Thanks.

Kraig E. Lattimore

Director, Resource Management Office
Office of General Counsel
U.S. Environmental Protection Agency
202-564-1757

Message

From: McNeal, Detha [McNeal.Detha@epa.gov]
Sent: 6/2/2017 2:25:25 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: V-V Case Reviews

ok

From: Hunt, Loretta
Sent: Friday, June 02, 2017 10:10 AM
To: McNeal, Detha <McNeal.Detha@epa.gov>
Subject: V-V Case Reviews

Detha, I sent you a link to a One Drive file yesterday. Please enter your review information into the spreadsheet. Thanks.

Delivery Report

From: Kuhns, Jason [Kuhns.Jason@epa.gov]
Sent: 6/15/2017 9:06:10 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: V/V Org Charts

Importance: High

Your message

To: Schulman, Marvin; McNeal, Detha
CC: Hart, Debbie; Parker, Gary; Kuhns, Jason
Subject: V/V Org Charts
Sent: 6/15/2017 9:01:43 PM

was read 6/15/2017
on 9:05:19
PM

Your message

To: Kuhns, Jason
Subject: V/V Org Charts
Sent: Thursday, June 15, 2017 5:01:43 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Thursday, June 15, 2017 5:05:19 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Terris, Carol [Terris.Carol@epa.gov]
Sent: 7/26/2017 10:04:39 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Question on VERA/VSIP - Payroll and Leave Estimates

Importance: High

Your message

To: Soward, Ruth-Alene; Terris, Carol; Callewaert, Michael; Remmers, Janet
CC: Parker, Gary
Subject: FW: Question on VERA/VSIP - Payroll and Leave Estimates
Sent: 7/26/2017 9:20:23 PM

was read 7/26/2017
on 10:04:36
PM

Your message

To: Terris, Carol
Subject: FW: Question on VERA/VSIP - Payroll and Leave Estimates
Sent: Wednesday, July 26, 2017 5:20:23 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, July 26, 2017 6:04:36 PM (UTC-05:00) Eastern Time (US & Canada).

Appointment

From: Microsoft Outlook [MicrosoftExchange329e71ec88ae4615bbc36ab6ce41109e@usepa.onmicrosoft.com]
Sent: 7/20/2017 7:02:37 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]

Subject: Meeting Forward Notification: VERA/VSIP Planning and Updates
Location: Teleconference

Start: 7/20/2017 7:00:00 PM
End: 7/20/2017 8:00:00 PM

Recurrence: (none)

Your meeting was forwarded

Engebretson, Lizabeth has forwarded your meeting request to additional recipients.

Meeting

VERA/VSIP Planning and Updates

Meeting Time

Thursday, July 20, 2017 3:00 PM-4:00 PM.

Recipients

Hart, Debbi

All times listed are in the following time zone: (UTC-05:00) Eastern Time (US & Canada)

Sent by Microsoft Exchange Server

Delivery Report

From: Carter, Rick [Carter.Rick@epa.gov]
Sent: 5/19/2017 6:24:09 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Restructuring Positions Post-V/V

Your message

To: Engebretson, Lizabeth; Bonner, Jerome; Taylor, Jeremy
CC: Helm, Arron; Carter, Rick; Hart, Debbi
Subject: Restructuring Positions Post-V/V
Sent: 5/19/2017 6:18:01 PM

was read 5/19/2017
on 6:24:09
PM

Your message

To: Carter, Rick
Subject: Restructuring Positions Post-V/V
Sent: Friday, May 19, 2017 2:18:01 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Friday, May 19, 2017 2:24:09 PM (UTC-05:00) Eastern Time (US & Canada).

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 6/8/2017 6:32:35 PM
To: Coomber, Robert [coomber.robert@epa.gov]; Corbett, Krysti [Corbett.Krysti@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Parker, Gary [parker.gary@epa.gov]
Subject: FW: VERA.VSIP updateJune2017.docx
Attachments: VERA.VSIP updateJune2017.docx

FYI.

From: Cooper, Marian
Sent: Thursday, June 08, 2017 1:55 PM
To: Bell, Matthew <Bell.Matthew@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: VERA.VSIP updateJune2017.docx

For the weekly – thanks

Delivery Report

From: Taylor, Jeremy [Taylor.Jeremy@epa.gov]
Sent: 5/19/2017 6:22:32 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Restructuring Positions Post-V/V

Your message

To: Engebretson, Lizabeth; Bonner, Jerome; Taylor, Jeremy
CC: Helm, Arron; Carter, Rick; Hart, Debbi
Subject: Restructuring Positions Post-V/V
Sent: 5/19/2017 6:18:01 PM

was read 5/19/2017
on 6:21:58
PM

Your message

To: Taylor, Jeremy
Subject: Restructuring Positions Post-V/V
Sent: Friday, May 19, 2017 6:18:01 PM (UTC+00:00) Monrovia, Reykjavik

was read on Friday, May 19, 2017 6:21:58 PM (UTC+00:00) Monrovia, Reykjavik.

Appointment

From: Microsoft Outlook [MicrosoftExchange329e71ec88ae4615bbc36ab6ce41109e@usepa.onmicrosoft.com]
Sent: 7/20/2017 6:48:59 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]

Subject: Meeting Forward Notification: VERA/VSIP Planning and Updates
Location: Teleconference

Start: 7/20/2017 7:00:00 PM
End: 7/20/2017 8:00:00 PM

Recurrence: (none)

Your meeting was forwarded

Engebretson, Lizabeth has forwarded your meeting request to additional recipients.

Meeting

VERA/VSIP Planning and Updates

Meeting Time

Thursday, July 20, 2017 3:00 PM-4:00 PM.

Recipients

Ponich, Crystal

All times listed are in the following time zone: (UTC-05:00) Eastern Time (US & Canada)

Sent by Microsoft Exchange Server

Delivery Report

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 5/19/2017 6:18:17 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Restructuring Positions Post-V/V

Your message

To: Engebretson, Lizabeth; Bonner, Jerome; Taylor, Jeremy
CC: Helm, Arron; Carter, Rick; Hart, Debbi
Subject: Restructuring Positions Post-V/V
Sent: 5/19/2017 6:18:01 PM

was read 5/19/2017
on 6:18:17
PM

Your message

To: Helm, Arron
Subject: Restructuring Positions Post-V/V
Sent: Friday, May 19, 2017 2:18:01 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Friday, May 19, 2017 2:18:17 PM (UTC-05:00) Eastern Time (US & Canada).

To: Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Soward, Ruth-Alene
Sent: Wed 7/26/2017 9:20:24 PM
Subject: Automatic reply: Question on VERA/VSIP - Payroll and Leave Estimates

I will be out of the office Tuesday, 07-25-2017, through Friday, 07-28-2017. While I am out, Mike Callewaert will serve as Acting ORIM Director. He can be reached on 202-564-7379 or callewaert.michael@epa.gov.

If you need to reach me for COOP or other emergencies, I will have my government-furnished mobile device with me. Feel free to call my desk phone (which should roll over to my mobile device) or my direct mobile number. However, please be aware that I will be in an area where telephone reception is not always good, so I may not be able to respond right away.

Thanks!

Ruth

Ruth Alene Soward, Director
Office of Resource and Information Management
Office of the Chief Financial Officer
202-566-0985 phone; 202-669-1876
Mail Code 2710A

Ex. 6 - Personal Privacy

Appointment

From: Microsoft Outlook [MicrosoftExchange329e71ec88ae4615bbc36ab6ce41109e@usepa.onmicrosoft.com]
Sent: 7/20/2017 6:41:58 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]

Subject: Meeting Forward Notification: VERA/VSIP Planning and Updates
Location: Teleconference

Start: 7/20/2017 7:00:00 PM
End: 7/20/2017 8:00:00 PM

Recurrence: (none)

Your meeting was forwarded

Engebretson, Lizabeth has forwarded your meeting request to additional recipients.

Meeting

VERA/VSIP Planning and Updates

Meeting Time

Thursday, July 20, 2017 3:00 PM-4:00 PM.

Recipients

Castaneda, John

All times listed are in the following time zone: (UTC-05:00) Eastern Time (US & Canada)

Sent by Microsoft Exchange Server

Message

From: Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]
Sent: 5/19/2017 6:18:02 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Automatic reply: Restructuring Positions Post-V/V

Greetings. I am out of the office on Friday, May 19th and return Monday, May 22nd. I will respond to your message upon my return.

For urgent HR support while I am out , please contact Darrel Collier. Darrel may be reached at 702-646-8931.

Thank you.

Regards,
Liz

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 5/26/2017 2:44:27 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Parker, Gary [parker.gary@epa.gov]
Subject: FW: Workforce Reshaping follow up
Attachments: OGC VERA VSIP Major Themes.xlsx; OGC Targeted Positions Template.xlsx

So... we received no business case for OGC. Do we need to ask for one or can we roll their big two positions into the themes? I'm thinking we can do the latter pretty easily. I will ask him for OGC's current org chart. Debbi

From: Lattimore, Kraig
Sent: Wednesday, May 17, 2017 1:56 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Packard, Elise <Packard.Elise@epa.gov>
Subject: Workforce Reshaping follow up

Hi Debbi,

Please see OGC's targeted numbers on the attached spreadsheets. Let me know if you need any additional information. Thanks.

Kraig E. Lattimore
Director, Resource Management Office
Office of General Counsel
U.S. Environmental Protection Agency
202-564-1757

To: Hart, Debbi[Hart.Debbi@epa.gov]; Corbett, Krysti[Corbett.Krysti@epa.gov]
Cc: Hunt, Loretta[Hunt.Loretta@epa.gov]; Parker, Gary[parker.gary@epa.gov]
From: Coomber, Robert
Sent: Thur 6/8/2017 6:20:08 PM
Subject: RE: 2014 NTEU VERA/VSIP PDI Draft MOU

Thanks! Luckily we had that.

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: Ex. 6 - Personal Privacy

coomber.robert@epa.gov

From: Hart, Debbi
Sent: Thursday, June 8, 2017 1:59 PM
To: Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: FW: 2014 NTEU VERA/VSIP PDI Draft MOU
Importance: High

Hey—I'm mining V/V materials and found this. Tossing it over in case it's helpful.

From: Engebretson, Lizabeth
Sent: Wednesday, May 17, 2017 6:14 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: 2014 NTEU VERA/VSIP PDI Draft MOU
Importance: High

Debbi,

Hi – Sharing if this is also helpful.

Regards,

Liz

From: Roberts, Suzanne

Sent: Monday, February 10, 2014 1:39 PM

To: Engebretson, Lizabeth J. <Engebretson.Lizabeth@epa.gov>; Ciccarello, Nancy
<Ciccarello.Nancy@epa.gov>

Subject: FW: NTEU VERA/VSIP PDI Draft MOU

Importance: High

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 7/20/2017 6:08:02 PM
To: Corbett, Krysti [Corbett.Krysti@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: V/V: do we have union agreement yet? (eom)

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Delivery Report

From: Schulman, Marvin [Schulman.Marvin@epa.gov]
Sent: 6/5/2017 2:37:16 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Review of V/V Business Cases

Importance: High

Your message

To: Schulman, Marvin; McNeal, Detha
CC: Hart, Debbie; Parker, Gary
Subject: Review of V/V Business Cases
Sent: 6/5/2017 2:23:35 PM

was read 6/5/2017
on 2:36:15
PM

Your message

To: Schulman, Marvin
Subject: Review of V/V Business Cases
Sent: Monday, June 5, 2017 10:23:35 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Monday, June 5, 2017 10:36:15 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 7/19/2017 3:36:16 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Draft V/V Reminder Mass Mailer for Mike Flynn

Importance: High

Your message

To: Vizian, Donna
CC: Hart, Debbi; Carpenter, Wesley; Gray, Linda
Subject: Draft V/V Reminder Mass Mailer for Mike Flynn
Sent: 7/18/2017 10:14:23 PM

was read 7/19/2017
on 3:36:16
AM

Your message

To: Vizian, Donna
Subject: Draft V/V Reminder Mass Mailer for Mike Flynn
Sent: Tuesday, July 18, 2017 6:14:23 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 11:36:16 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 7/19/2017 3:36:02 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: RE: V/V - request from the COS

Importance: High

Your message

To: Vizian, Donna; Hart, Debbi; Gray, Linda; Carpenter, Wesley
CC: Parker, Gary
Subject: RE: V/V - request from the COS
Sent: 7/18/2017 10:58:49 PM

was read 7/19/2017
on 3:36:02
AM

Your message

To: Vizian, Donna
Subject: RE: V/V - request from the COS
Sent: Tuesday, July 18, 2017 6:58:49 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 11:36:02 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Sent: 7/19/2017 1:38:58 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Follow-up eOPF Access and V/V Impact

Importance: High

Your message

To: Carter, Rick; Helm, Arron; Bonner, Jerome; Taylor, Jeremy; Atkinson, Ryan; Engebretson, Lizabeth; Peabody, Hitch
CC: Hart, Debbie; Coomber, Robert; Gray, Linda; Carpenter, Wesley
Subject: Follow-up eOPF Access and V/V Impact
Sent: 7/18/2017 11:53:59 PM

was read 7/19/2017
on 1:38:58
AM

Your message

To: Carpenter, Wesley
Subject: Follow-up eOPF Access and V/V Impact
Sent: Tuesday, July 18, 2017 7:53:59 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 9:38:58 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Parker, Gary [parker.gary@epa.gov]
Sent: 7/19/2017 12:42:44 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: FW: V/V - request from the COS

Importance: High

Your message

To: Hart, Debbie; Parker, Gary
Subject: FW: V/V - request from the COS
Sent: 7/18/2017 11:03:45 PM

was read 7/19/2017
on 12:42:44
AM

Your message

To: Parker, Gary
Subject: FW: V/V - request from the COS
Sent: Tuesday, July 18, 2017 7:03:45 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 8:42:44 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Parker, Gary [parker.gary@epa.gov]
Sent: 7/19/2017 12:42:02 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: RE: V/V - request from the COS

Importance: High

Your message

To: Vizian, Donna; Hart, Debbi; Gray, Linda; Carpenter, Wesley
CC: Parker, Gary
Subject: RE: V/V - request from the COS
Sent: 7/18/2017 10:58:49 PM

was read 7/19/2017
on 12:42:02
AM

Your message

To: Parker, Gary
Subject: RE: V/V - request from the COS
Sent: Tuesday, July 18, 2017 6:58:49 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 8:42:02 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Parker, Gary [parker.gary@epa.gov]
Sent: 7/19/2017 12:41:21 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: RE: V/V - request from the COS

Your message

To: Vizian, Donna
CC: Hart, Debbi; Gray, Linda; Carpenter, Wesley; Parker, Gary
Subject: RE: V/V - request from the COS
Sent: 7/18/2017 11:28:40 PM

was read 7/19/2017
on 12:41:21
AM

Your message

To: Parker, Gary
Subject: RE: V/V - request from the COS
Sent: Tuesday, July 18, 2017 7:28:40 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 8:41:21 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Parker, Gary [parker.gary@epa.gov]
Sent: 7/19/2017 12:34:52 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Follow-up eOPF Access and V/V Impact

Importance: High

Your message

To: Carter, Rick; Helm, Arron; Bonner, Jerome; Taylor, Jeremy; Atkinson, Ryan; Engebretson, Lizabeth; Peabody, Hitch
CC: Hart, Debbi; Coomber, Robert; Gray, Linda; Carpenter, Wesley
Subject: Follow-up eOPF Access and V/V Impact
Sent: 7/18/2017 11:53:59 PM

was read 7/19/2017
on 12:34:52
AM

Your message

To: Parker, Gary
Subject: Follow-up eOPF Access and V/V Impact
Sent: Tuesday, July 18, 2017 7:53:59 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 8:34:52 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Gray, Linda [gray.linda@epa.gov]
Sent: 7/19/2017 12:30:59 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: Follow-up eOPF Access and V/V Impact

Importance: High

Your message

To: Carter, Rick; Helm, Arron; Bonner, Jerome; Taylor, Jeremy; Atkinson, Ryan; Engebretson, Lizabeth; Peabody, Hitch
CC: Hart, Debbi; Coomber, Robert; Gray, Linda; Carpenter, Wesley
Subject: Follow-up eOPF Access and V/V Impact
Sent: 7/18/2017 11:53:59 PM

was read 7/19/2017
on 12:30:59
AM

Your message

To: Gray, Linda
Subject: Follow-up eOPF Access and V/V Impact
Sent: Tuesday, July 18, 2017 7:53:59 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 8:30:59 PM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 7/20/2017 1:11:19 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: FW: FOIA REQUEST re: VERA/VSIP 2017-008663

Your message

To: Hart, Debbi
CC: Carpenter, Wesley; Hembrey, Cheri
Subject: FW: FOIA REQUEST re: VERA/VSIP 2017-008663
Sent: 7/19/2017 9:02:24 PM

was read 7/20/2017
on 1:11:19
PM

Your message

To: Hart, Debbi
Subject: FW: FOIA REQUEST re: VERA/VSIP 2017-008663
Sent: Wednesday, July 19, 2017 5:02:24 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Thursday, July 20, 2017 9:11:19 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 7/18/2017 7:58:32 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Read: V/V Schedule Change & Talking Points

Importance: High

Your message

To: Helm, Arron
CC: Hart, Debbi
Subject: V/V Schedule Change & Talking Points
Sent: 7/18/2017 6:53:06 PM

was read 7/18/2017
on 7:58:32
PM

Your message

To: Hart, Debbi
Subject: V/V Schedule Change & Talking Points
Sent: Tuesday, July 18, 2017 2:53:06 PM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 18, 2017 3:58:32 PM (UTC-05:00) Eastern Time (US & Canada).

Appointment

From: Hunt, Loretta [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=1E5B5B67E200442F8ECACFC0EA2B2771-LHUNT]
Sent: 5/10/2017 8:24:29 PM
To: Smith, Susan [Smith.Susan@epa.gov]
Subject: Accepted: OLEM'S VERA/VSIP
Location: 4139K EPA West
Start: 5/11/2017 2:00:00 PM
End: 5/11/2017 2:45:00 PM
Show Time As: Busy

From: Hunt, Loretta
Location: [Ex. 6 - Personal Privacy] access code [Ex. 6 - Personal Privacy]
Importance: Normal
Subject: Accepted: Updating guidance for V/V for regions
Start Date/Time: Wed 5/10/2017 5:00:00 PM
End Date/Time: Wed 5/10/2017 5:30:00 PM

From: Hunt, Loretta

Location: Ex. 6 - Personal Privacy

Importance: Normal

Subject: Accepted: VERA/VSIP meeting w/ OARM, ARAs, and HROs

Start Date/Time: Tue 5/9/2017 4:00:00 PM

End Date/Time: Tue 5/9/2017 4:30:00 PM

Appointment

From: Hunt, Loretta [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=1E5B5B67E200442F8ECACFC0EA2B2771-LHUNT]
Sent: 6/1/2017 4:24:31 PM
To: Parker, Gary [parker.gary@epa.gov]
Subject: Declined: V/V Alignment Check
Location: 1419 Sm Conf Rm
Start: 6/1/2017 5:00:00 PM
End: 6/1/2017 5:30:00 PM
Show Time As: Busy

Appointment

From: Hunt, Loretta [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=1E5B5B67E200442F8ECACFC0EA2B2771-LHUNT]
Sent: 5/16/2017 6:50:37 PM
To: Milton, Laura [Milton.Laura@epa.gov]
Subject: Accepted: OECA VERA/VSIP
Location: via phone
Start: 5/16/2017 7:30:00 PM
End: 5/16/2017 8:00:00 PM
Recurrence: (none)

Delivery Report

From: Noga, Vaughn [Noga.Vaughn@EPA.GOV]
Sent: 6/21/2017 1:54:27 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 1:54:12
PM

Your message

To: Noga, Vaughn
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 9:54:12 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Lynch, Mary-Kay [Lynch.Mary-Kay@epa.gov]
Sent: 6/21/2017 1:49:16 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 1:49:16
PM

Your message

To: Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 9:49:16 AM (UTC-05:00) Eastern Time (US & Canada).

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/20/2017 1:43:27 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (4) Optional or Early Retirement with NO VSIP

Delivery Report

From: Hardy, Michael [Hardy.Michael@epa.gov]
Sent: 7/25/2017 3:37:13 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator

Your message

To: Kopia, Katherine
CC: Helm, Arron; Hitchens, Lynnann; Hardy, Michael
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: 7/25/2017 3:06:36 PM

was read 7/25/2017
on 3:37:13
PM

Your message

To: Hardy, Michael
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: Tuesday, July 25, 2017 11:06:36 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 25, 2017 11:37:13 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Hitchens, Lynnann [hitchens.lynnann@epa.gov]
Sent: 7/25/2017 3:21:19 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Message about the VERA/VSIP deadline from the Acting Deputy Administrator

Your message

To: Kopia, Katherine
CC: Helm, Arron; Hitchens, Lynnann; Hardy, Michael
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: 7/25/2017 3:06:36 PM

was read 7/25/2017
on 3:20:57
PM

Your message

To: Hitchens, Lynnann
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: Tuesday, July 25, 2017 11:06:36 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 25, 2017 11:20:57 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 7/25/2017 3:12:16 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Message about the VERA/VSIP deadline from the Acting Deputy Administrator

Your message

To: Kopia, Katherine
CC: Helm, Arron; Hitchens, Lynnann; Hardy, Michael
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: 7/25/2017 3:06:36 PM

was read 7/25/2017
on 3:11:58
PM

Your message

To: Helm, Arron
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: Tuesday, July 25, 2017 11:06:36 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 25, 2017 11:11:58 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Kopia, Katherine [Kopia.Katherine@epa.gov]
Sent: 7/25/2017 3:10:36 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Message about the VERA/VSIP deadline from the Acting Deputy Administrator

Your message

To: Kopia, Katherine
CC: Helm, Arron; Hitchens, Lynnann; Hardy, Michael
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: 7/25/2017 3:06:36 PM

was read 7/25/2017
on 3:10:02
PM

Your message

To: Kopia, Katherine
Subject: FW: Message about the VERA/VSIP deadline from the Acting Deputy Administrator
Sent: Tuesday, July 25, 2017 11:06:36 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 25, 2017 11:10:02 AM (UTC-05:00) Eastern Time (US & Canada).

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/13/2017 5:14:50 PM
To: Mairose, Sue [Mairose.Sue@epa.gov]
CC: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Hi Sue,
I just wanted to flag this application for you. The individual marked their office as OROM -- they are actually in OHR. Thanks!

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 10:34 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OROM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Delivery Report

From: Mason, Sharon [Mason.Sharon@epa.gov]
Sent: 7/25/2017 2:31:53 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: VERA/VSIP Application

Your message

To: Mason, Sharon; Lemley, Lauren
Subject: RE: VERA/VSIP Application
Sent: 7/25/2017 2:21:43 PM

was read 7/25/2017
on 2:31:26
PM

Your message

To: Mason, Sharon
Subject: RE: VERA/VSIP Application
Sent: Tuesday, July 25, 2017 10:21:43 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Tuesday, July 25, 2017 10:31:26 AM (UTC-05:00) Eastern Time (US & Canada).

Message

From: Schreefer, Kenneth [Schreefer.Kenneth@epa.gov]
Sent: 8/8/2017 2:12:08 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: RE: **Ex. 5 - Deliberative Process**

Hi Jan –

I have four EPA bronze medals that I really don't need/want. Do they recycle them?

Kenneth W. Schreefer

Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

From: Jablonski, Janice
Sent: Wednesday, August 02, 2017 3:10 PM
To: Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>
Subject: RE: **Ex. 5 - Deliberative Process**

You can. Next week, you should receive a formal offer letter for the VERA/VSIP. When you do, call Sue Mairose in Cincinnati and ask her about changing your departure date. I am sure it is no problem.

From: Schreefer, Kenneth
Sent: Wednesday, August 2, 2017 3:09 PM
To: Jablonski, Janice <jablonski.janice@epa.gov>
Subject: RE: **Ex. 5 - Deliberative Process**

Jan –

I am thinking that I might delay my departure until the 23rd so as to take advantage of the one-stop check-out. Running around trying to get all these people sign to off would be a royal pain. Even though I gave them an earlier date on my application, can I change it at this point?

Kenneth W. Schreefer

Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M

William J. Clinton Building East
Room 1116 C

From: Jablonski, Janice

Sent: Wednesday, August 02, 2017 11:40 AM

To: Gantt, Adrienne <Gantt.Adrienne@epa.gov>; Franklin, Bruce <Franklin.Bruce@epa.gov>; Collard, Erin <Collard.Erin@epa.gov>; Scola, Jennifer <Scola.Jennifer@epa.gov>; Hembrey, Cheri <Hembrey.Cheri@epa.gov>; Collins, BJ <Collins.BJ@epa.gov>; Burnett-Bakr, Robbin <Burnett-Bakr.Robbin@epa.gov>; Fletcher, Linda <Fletcher.Linda@epa.gov>; Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>; Lake, Debbie <Lake.Debbie@epa.gov>; Lynch, Mary-Kay <Lynch.Mary-Kay@epa.gov>; Hublar, Jennifer <Hublar.Jennifer@epa.gov>

Subject: Ex. 5 - Deliberative Process

All: as promised on the PMD call today, attached is a one-page guidance to assist OARM Headquarters employees with completing the Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process Details about the planned one-stop check-out day for Headquarters on August 23 will be distributed soon. Please let me know if there are any questions.
Thanks.

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/13/2017 4:59:21 PM
To: Perkins, Barbara [Perkins.Barbara@epa.gov]
CC: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: RE: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

Hi Barbara,

Were you able to figure it out? I did receive notification that an application was submitted for you. Please advise. Thanks!

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

From: Perkins, Barbara
Sent: Thursday, July 13, 2017 12:34 PM
To: Showman, John <Showman.John@epa.gov>
Subject: RE: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

The online application for the VERA is not coming up on the computer it reads no results, please help. Thanks

From: Showman, John
Sent: Thursday, July 13, 2017 8:27 AM
To: Louis, Patricia <Louis.Patricia@epa.gov>; Bell, Shirley <Bell.Shirley@epa.gov>; Black, Cheryl <black.cheryl@epa.gov>; Davis, MichaelH <Davis.MichaelH@epa.gov>; Lluberas, Luis <Lluberas.Luis@epa.gov>; Amorosi, Joanne <Amorosi.Joanne@epa.gov>; Allen, Shakethia <allen.shakethia@epa.gov>; Neely, Rodney <Neely.Rodney@epa.gov>; Mckay, Linda <Mckay.Linda@epa.gov>; Saracco, Silvia <Saracco.Silvia@epa.gov>; Chenkin, Howard <Chenkin.Howard@epa.gov>; Clarke, Denise <clarke.denise@epa.gov>; Valentino, Thomas <Valentino.Thomas@epa.gov>; Lyles, Dianne <lyles.dianne@epa.gov>; Sutton, Donald <Sutton.Donald@epa.gov>; Gillis-Massey, Martina <gillis-massey.martina@epa.gov>; Nelson-Palmer, Brian <nelson-palmer.brian@epa.gov>; Gray, RobertA <Gray.RobertA@epa.gov>; Madison, Tommie <Madison.Tommie@epa.gov>; Macht, Jennifer <Macht.Jennifer@epa.gov>; Hubbell, Holly <Hubbell.Holly@epa.gov>; Brown, Dawn <Brown.Dawn@epa.gov>; Baptist, Douglas <Baptist.Douglas@epa.gov>; Moroni, Susan <moroni.susan@epa.gov>; Vaughn, Celia <Vaughn.Celia@epa.gov>; Koehler, Alfred <koehler.alfred@epa.gov>; Tonsil, Pauline <tonsil.pauline@epa.gov>; Oliver, John <Oliver.John@epa.gov>; Brunecz, Michelle <Brunecz.Michelle@epa.gov>; Danley-Smith, Sylvia <Danley-Smith.Sylvia@epa.gov>; ODEND'HAL, JULIANNE <OdendHal.Julianne@epa.gov>; Alston, Lawrence <Alston.Lawrence@epa.gov>; Greene, Diane <greene.diane@epa.gov>; Hairston, Lakeyshia <Hairston.Lakeyshia@epa.gov>; Smith, Leon <Smith.Leon@epa.gov>; Clark, Cheryl <clark.cheryl@epa.gov>; Messick, Michelle <Messick.Michelle@epa.gov>; Parker, Veronica <Parker.Veronica@epa.gov>; Oboyle, Ellen <oboyle.ellen@epa.gov>; Anthony, Peggy <Anthony.Peggy@epa.gov>; Young, Jill <Young.Jill@epa.gov>; Belles, Richard <Belles.Richard@epa.gov>; Creed, Suzette <Creed.Suzette@epa.gov>; Jones, Traci <Jones.Traci@epa.gov>; Arnold, Eileen <Arnold.Eileen@epa.gov>; Taylor, Jeffrey <Taylor.Jeff@epa.gov>; Wilson, Robert <Wilson.Robert@epa.gov>; Rodriguez, Victor <Rodriguez.Victor@epa.gov>; Barber, Wayne <Barber.Wayne@epa.gov>; Martinez, Doris <Martinez.Doris@epa.gov>; Moore, Bobby <Moore.Bobby@epa.gov>; Kirkland, William <Kirkland.William@epa.gov>; Gantt, Adrienne <Gantt.Adrienne@epa.gov>; Hitchcock, Charlie <Hitchcock.Charlie@epa.gov>; Pierce, DeEdria <Pierce.DeEdria@epa.gov>; Love, Stephanie <Love.Stephanie@epa.gov>; Viney, Barbara <Viney.Barbara@epa.gov>; Beard, Deborah-Ward <beard.deborah-ward@epa.gov>; Keemer, Mary <Keemer.Mary@epa.gov>; Lew, William <Lew.William@epa.gov>; Perkins, Barbara <Perkins.Barbara@epa.gov>; Jackson, Mildred <Jackson.Mildred@epa.gov>; KHATRI, KUSH <Khatri.Kush@epa.gov>; Marusak, Kirk <Marusak.Kirk@epa.gov>; Robinson, Latonya

<Robinson.Latonya@epa.gov>; Thomas, Bridgette <thomas.bridgette@epa.gov>; Fields, Deborah
 <Fields.Deborah@epa.gov>; Williams, Laurie <Williams.Laurie@epa.gov>; Williams, Nicole <Williams.Nicole@epa.gov>;
 Little, Patricia L. <Little.PatriciaL@epa.gov>; Harris, PhyllisA <Harris.PhyllisA@epa.gov>; Owens, Terri
 <Owens.Terri@epa.gov>; Murray, Cheryl <Murray.Cheryl@epa.gov>; Smith, HelenT <Smith.HelenT@epa.gov>; Brandon,
 Shantell <Brandon.Shantell@epa.gov>; Harrison, Tina <Harrison.Tina@epa.gov>; Hood, Anthony
 <Hood.Anthony@epa.gov>; Wilson, SeVera <Wilson.SeVera@epa.gov>; Perry, Mike <Perry.Mike@epa.gov>; Chesley,
 Don <Chesley.Don@epa.gov>; Brown, Geraldine <Brown.Geraldine@epa.gov>; Green, Eugene
 <Green.Eugene@epa.gov>; Rousey, Toni <Rousey.Toni@epa.gov>; Joyce, Mark <Joyce.Mark@epa.gov>; Walker,
 Nadene <Walker.Nadene@epa.gov>; Womack, Sandy <Womack.Sandy@epa.gov>; Wiskerchen, Nicholas
 <Wiskerchen.Nicholas@epa.gov>; Richardson, Karen <Richardson.Karen@epa.gov>; Gooden, Melanie
 <Gooden.Melanie@epa.gov>; Fletcher, Linda <Fletcher.Linda@epa.gov>; Jackson, Terrence
 <Jackson.Terrence@epa.gov>; Settle, Steve <Settle.Steve@epa.gov>; Levesque, Dan <Levesque.Dan@epa.gov>; Brown,
 Wendy <brown.wendy@epa.gov>; Facey, Lester <Facey.Lester@epa.gov>; McClendon, Michelle
 <McClendon.Michelle@epa.gov>; Smith-Starckey, Tracie <Smith-Starckey.Tracie@epa.gov>; Terrell, Piyachat
 <Terrell.Piyachat@epa.gov>; Smith, KentS <Smith.KentS@epa.gov>; Milam, Claire <Milam.Claire@epa.gov>; Nieves,
 Michael <Nieves.Michael@epa.gov>; Bogus, Alan <Bogus.Alan@epa.gov>; Mercado, EdnaD
 <Mercado.EdnaD@epa.gov>; Griffin, Malissa <Griffin.Malissa@epa.gov>; Allen, Tania <Allen.Tania@epa.gov>; Ridings,
 Sharon <Ridings.Sharon@epa.gov>; Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>; Barnes, Jonathan
 <barnes.jonathan@epa.gov>; Chopp, Justine <Chopp.Justine@epa.gov>; Ware, Beverly <Ware.Beverly@epa.gov>;
 Davis-Ray, Bernie <Davis-Ray.Bernie@epa.gov>; Jones, Lynnett <Jones.Lynnett@epa.gov>; White, Wayne D.
 <White.Wayned@epa.gov>; Robinson, Stacey <Robinson.Stacey@epa.gov>; Jackson, Raphael
 <Jackson.Raphael@epa.gov>; Bowling, Danita <Bowling.Danita@epa.gov>; Johnson, Dexter <Johnson.Dexter@epa.gov>;
 Randall, Brenda <Randall.Brenda@epa.gov>; Santiago, Marilsa <santiago.marilsa@epa.gov>; Neill, Charles
 <Neill.Charles@epa.gov>; McDonald, Joshua <McDonald.Joshua@epa.gov>; Metoyer, Bryford
 <Metoyer.Bryford@epa.gov>; Eme, Sunday <Eme.Sunday@epa.gov>; Snipes, Rebecca <snipes.rebecca@epa.gov>;
 Stinger, Peter <Stinger.Peter@epa.gov>; McCutcheon, Pamela <McCutcheon.Pamela@epa.gov>; Armstrong, Marilyn
 <Armstrong.Marilyn@epa.gov>; Bushta, Jason <Bushta.Jason@epa.gov>; Boyle, Norman <Boyle.Norman@epa.gov>;
 Dady, John <Dady.John@epa.gov>; Gillikin, Pamela <Gillikin.Pamela@epa.gov>; DeLaCruz-Matthews, Alexandria
 <DeLaCruz-Matthews.Alexandria@epa.gov>; Rocque, Eulvid <rocque.eulvid@epa.gov>; Tenner, Angie
 <Tenner.Angie@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Piard-Hylton, Rose <Piard-
 Hylton.Rose@epa.gov>; Cherry, Linear <Cherry.Linear@epa.gov>; Reid, Carol <Reid.Carol@epa.gov>; Gourdine, Charles
 <Gourdine.Charles@epa.gov>; HERBAS, ALEJANDRA <herbas.alejandra@epa.gov>; SCOTT, INETHIA
 <SCOTT.INETHIA@EPA.GOV>; McCleary, James <McCleary.James@epa.gov>; Carbonaro, Joseph
 <Carbonaro.Joe@epa.gov>; Ross, Jon <Ross.Jon@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Christofel, Dave
 <Christofel.David@epa.gov>; Smith, Jacqueline <Smith.Jacqueline@epa.gov>; Ward, Anthony
 <Ward.Anthony@epa.gov>; JOHNSON, ROBIN-TG <Johnson.Robin-TG@epa.gov>; Gonzales, Eddie
 <Gonzales.Eddie@epa.gov>; Bowlding, Pat <Bowlding.Pat@epa.gov>; Carrillo, Oscar <Carrillo.Oscar@epa.gov>; Kane-
 Sharp, Bonnie <Kane-Sharp.Bonnie@epa.gov>; Lake, Debbie <Lake.Debbie@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Jablonski, Janice <jablonski.janice@epa.gov>; Noga, Vaughn
 <Noga.Vaughn@EPA.GOV>; Petrole, Maryann <Petrole.Maryann@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Helm,
 Arron <Helm.Arron@epa.gov>; Collins, BJ <Collins.BJ@epa.gov>; Polk, Denise <Polk.Denise@epa.gov>; Neal, Kerry
 <neal.kerry@epa.gov>; Patrick, Kimberly <Patrick.Kimberly@epa.gov>; Legare, Pamela <Legare.Pamela@epa.gov>;
 Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hitchens, Lynnnann
 <hitchens.lynnann@epa.gov>; Hardy, Michael <Hardy.Michael@epa.gov>

Subject: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

The U.S. Office of Personnel Management and the U.S. Office of Management and Budget have approved our request to
 offer Voluntary Separation Incentive Payment (buy-out) and Voluntary Early Retirement Authority (early-out)
 opportunities. As our organization explores various workforce planning efforts, we want to take advantage of these and
 other flexibilities and tools to help ensure that our workforce possesses the mix of skills most appropriate for carrying
 out our mission. This decision was not made lightly; we value our dedicated employees and appreciate the work you
 perform on behalf of the American people.

In accordance with statute and regulations, we identified the specific grades, occupational series, and geographic locations designated for VERA and VSIP for OPM and OMB, and have received their approval for the categories identified in Attachment A. The maximum number of VSIPs offered to employees in OARM will be 98. If the number of applications received exceeds the maximum number of VSIPs we can offer under one of the categories identified in Attachment A, approvals will be based first on service computation date for leave and then on entry on duty date (total EPA years of service). If the SCD and EOD dates are the same for two eligible employees, then the offer will be granted to the employee who submitted his or her application first. Attachment A also shows the maximum number of VSIP offers that will be approved by organization, grade, occupational series, and geographic location, as applicable.

You can find basic eligibility criteria for VSIPs and VERAs in Attachment B. The Human Resources Shared Service Center in Cincinnati can provide you with more information regarding your benefits and retirement, and can assist you with obtaining a retirement annuity estimate (OARM-RTP employees should contact the HR Shared Service Center in RTP). Attachment C provides contact information for this purpose.

If you decide to apply, you should do so early in the application period, which opens on July 13, 2017 and closes at 11:59 p.m. Eastern standard time on July 26, 2017. Applications submitted between 12:00 a.m. EST, July 13, 2017 and 11:59 p.m. EST, July 26, 2017, will be accepted on a first come, first served basis if the number of applications does not exceed the maximum VERA/VSIP offers available.

Applications will only be accepted during this period using the online application system. Specific instructions on how and when to apply are in Attachment D. If your application is approved and you decide to proceed with VERA and/or VSIP, you must depart during the separation window which ends on September 2, 2017.

The decision to take advantage of a VERA or VSIP is entirely voluntary. This is a very personal decision. No one will be pressured to submit an application, and no one is required to accept an offer. You are urged to carefully consider the information provided and your personal situation prior to making a decision.

We will continue to provide anyone considering this decision with useful information and expert contacts. We plan to use all flexibilities and tools available to help OARM most effectively support both individual employees as well as the agency's strategic mission.

Thank you.

John L Showman III, Acting Principal Deputy Assistant Administrator
Office of Administration and Resources Management
US Environmental Protection Agency
202-564-5341

Message

From: Showman, John [Showman.John@epa.gov]
Sent: 6/20/2017 1:09:38 PM
To: Cooper, Marian [Cooper.Marian@epa.gov]
CC: Wheeler, Kimberly [Wheeler.Kimberly@epa.gov]; Gantt, Melissa [Gantt.Melissa@epa.gov]; Jablonski, Janice [jablonski.janice@epa.gov]
Subject: OARM All Hands re: V/V

Marian:

We need to get scheduled an OARM ALL Hands Meeting for tomorrow (Wed) morning at 9am (30 min max). We can use 3346 and should have video links for remote locations (RTP/CINN) and other HQ locations (OAM/OGD/OA 5th floor). We will connect with LV later. I think we also need to invite AFGE and NTEU. Can you have Melissa/Kim handle and get the meeting invitation sent out. Thanks.

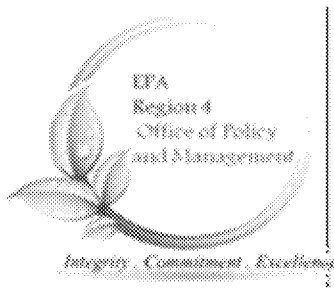
John L Showman III, Acting Principal Deputy Assistant Administrator
Office of Administration and Resources Management
US Environmental Protection Agency
202-564-5341

Message

From: Schwartz, Barbara [Schwartz.Barbara@epa.gov]
Sent: 5/16/2017 12:07:29 PM
To: Barber, Anthony [Barber.Anthony@epa.gov]; RHRO [RHRO@epa.gov]; OHR PMOs [OHR_PMOs@epa.gov]
Subject: RE: communicating with staff around V/V proposals?

We will not be sharing anything until we get an official communication from HQs on what has been approved. We are only providing info sessions on the VERA/VSIP process, eligibility and encouraging all personnel to get with the SSC or get on the federal retirement calculator to see if this is a good fit for their own needs – IF VERA/VSIP is approved and they happen to be in an approved series.

Barbara A Schwartz
Schwartz.barbara@epa.gov
Human Resources Officer
U.S. Environmental Protection Agency, Region 4
Sam Nunn Atlanta Federal Center
61 Forsyth St. SW
Atlanta, GA 30303



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From: Barber, Anthony
Sent: Monday, May 15, 2017 5:32 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Subject: communicating with staff around V/V proposals?

Does anyone have an idea of when our collective proposals for VERA/VSIP should/will be available to our rank and file employees? Not clear to me. Are folks planning to share what is sent in on 5/24? Any thought of sharing with staff at the 6/30 point, or sooner? Just thinking about communications strategies and timing.

Anthony L. Barber, PE
Acting Human Capital Officer and Manager, HRF Unit
Director, Oregon Operations Office
US EPA Region IO
805 SW Broadway, Suite 500

Portland, OR 97205

503-326-6890 (phone)

503-326-3399 (fax)

barber.anthony@epa.gov

Message

From: Ex. 6 - Personal Privacy
Sent: 7/25/2017 2:10:25 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]; Lemley, Lauren [Lemley.Lauren@epa.gov]
Subject: VERA/VSIP Application

Good morning. Please direct me to the application so I can fill it out. Thanks.

Ex. 6 - Personal Privacy
Contracting Officer
U.S. Environmental Protection Agency
OARM/OAM/HPOD/IRMPSC
202-564-4742

Message

From: Krift, Cheryl [Krift.Cheryl@epa.gov]
Sent: 7/25/2017 2:09:32 PM
To: Sanders, Amy [Sanders.Amy@epa.gov]; Hill, Troy [Hill.Troy@epa.gov]; Price, Patricia [price.patricia@epa.gov]; Fowler, Joshua [Fowler.Joshua@epa.gov]; Milton, Laura [Milton.Laura@epa.gov]; Jablonski, Janice [jablonski.janice@epa.gov]; Smith, Susan [Smith.Susan@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]; Mick, David [Mick.David@epa.gov]; Young, Debbie [young.debbie@epa.gov]; Mairose, Sue [Mairose.Sue@epa.gov]
Subject: HRO PMO HRSSC-CI AGENDA 07 27 17.docx
Attachments: HRO PMO HRSSC-CI AGENDA 07 27 17.docx

All,

Here is the Agenda for the HRO/PMO/HRSSC-CI teleconference on Thursday, July 27.

HRO/PMO/HRSSC-CI

July 27, 2017
11:00 AM Eastern

Call-in number: Ex. 6 - Personal Privacy
Access Code: Ex. 6 - Personal Privacy

Attendees: HRO: Amy Sanders (R5), Troy Hill (R6), Patricia Price (R7)
and Josh Fowler (R8)
PMO: Laura Milton (OECA), Jan Jablonski (OARM), and Susan Smith (OLEM)
HRSSC: Jerome Bonner (Director), Dave Mick (Regions),
Debbie Young (HQ), Sue Mairose (Benefits)

Items for discussion

- Requesting Guidance from other SSCs
- Request Outside Processing Schedule
- Moving employees without SSC Coordination
- VERA/VSIP
- Pathways Conversions
- Temporary Appointments and Temporary Promotions
- Incentive Award Submission/Approval

HRO/PMO/HRSSC-CI

July 27, 2017
11:00 AM Eastern

Call-in number:

Access Code:

Ex. 6 - Personal Privacy

Attendees: HRO: Amy Sanders (R5), Troy Hill (R6), Patricia Price (R7)
and Josh Fowler (R8)
PMO: Laura Milton (OECA), Jan Jablonski (OARM), and Susan Smith (OLEM)
HRSSC: Jerome Bonner (Director), Dave Mick (Regions),
Debbie Young (HQ), Sue Mairose (Benefits)

Items for discussion

- Requesting Guidance from other SSCs
- Request Outside Processing Schedule
- Moving employees without SSC Coordination
- VERA/VSIP
- Pathways Conversions
- Temporary Appointments and Temporary Promotions
- Incentive Award Submission/Approval

Message

From: Petrole, Maryann [Petrole.Maryann@epa.gov]
Sent: 8/7/2017 4:00:54 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: RE: For Review - OA Eligibility Listing - Need response by COB Monday, August 7

Ok thanks – got ahead of myself.

From: Jablonski, Janice
Sent: Monday, August 07, 2017 12:00 PM
To: Petrole, Maryann <Petrole.Maryann@epa.gov>
Subject: RE: For Review - OA Eligibility Listing - Need response by COB Monday, August 7

Actually, the schedule calls for August 9. The SSCs will send those formal offers.

From: Petrole, Maryann
Sent: Monday, August 7, 2017 11:59 AM
To: Jablonski, Janice <jablonski.janice@epa.gov>
Cc: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: RE: For Review - OA Eligibility Listing - Need response by COB Monday, August 7
Importance: High

Jan,

Ex. 5 - Deliberative Process I assume that means they will receive an acknowledgement memo/email tomorrow. Thank you!

Maryann

From: Jablonski, Janice
Sent: Friday, August 04, 2017 3:21 PM
To: Petrole, Maryann <Petrole.Maryann@epa.gov>
Cc: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: For Review - OA Eligibility Listing - Need response by COB Monday, August 7

Attached is your list of V/V eligible applicants. Please review and let me know, no later than Monday, August 7, whether there are any names that you believe should or should not be there. This file contains PII and is therefore password protected. I will send the password in a separate email.

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/13/2017 4:57:20 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: V/V Tracking Sheet
Attachments: V-V Application Tracking Sheet.xlsx

Here you go. I'll keep it updated. Any columns you want added?

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

Message

From: Petrole, Maryann [Petrole.Maryann@epa.gov]
Sent: 8/7/2017 3:58:49 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
CC: Noga, Vaughn [Noga.Vaughn@EPA.GOV]
Subject: RE: For Review - OA Eligibility Listing - Need response by COB Monday, August 7

Importance: High

Jan,

Ex. 5 - Deliberative Process I assume that means they will receive an acknowledgement memo/email tomorrow. Thank you!

Maryann

From: Jablonski, Janice
Sent: Friday, August 04, 2017 3:21 PM
To: Petrole, Maryann <Petrole.Maryann@epa.gov>
Cc: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: For Review - OA Eligibility Listing - Need response by COB Monday, August 7

Attached is your list of V/V eligible applicants. Please review and let me know, no later than Monday, August 7, whether there are any names that you believe should or should not be there. This file contains PII and is therefore password protected. I will send the password in a separate email.

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 6/6/2017 12:51:07 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: RE: VERA/VSIP Overview Presentations

I said at least three sessions.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

From: Jablonski, Janice
Sent: Tuesday, June 06, 2017 8:36 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: Re: VERA/VSIP Overview Presentations

What was our response?

Sent from my iPhone

On Jun 6, 2017, at 8:23 AM, Lemley, Lauren <Lemley.Lauren@epa.gov> wrote:

Yes, I did yesterday.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

From: Jablonski, Janice
Sent: Tuesday, June 06, 2017 7:14 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: Fwd: VERA/VSIP Overview Presentations

Did you respond to this?

Sent from my iPhone

Begin forwarded message:

From: "Hardy, Michael" <Hardy.Michael@epa.gov>
Date: June 5, 2017 at 6:03:56 PM EDT
To: "Hitchens, Lynnann" <hitchens.lynnann@epa.gov>, "Jablonski, Janice" <jablonski.janice@epa.gov>
Subject: Fwd: VERA/VSIP Overview Presentations

Presentations

Message

From: Collins, BJ [Collins.BJ@epa.gov]
Sent: 7/24/2017 4:16:18 PM
To: Lemley, Lauren [Lemley.Lauren@epa.gov]
CC: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: RE: A new VERA-VSIP application has been submitted from OARM.

Lauren,

The SSC will ensure the correct actions is in the system. Most folks don't really know which they are requesting so its no big deal. Thank you for checking.

BJ Collins, Deputy Director
Office of Administration and Resources Management-RTP
Office Phone - 919-541-5515
Cell Phone - **Ex. 6 - Personal Privacy**

-----Original Message-----

From: Lemley, Lauren
Sent: Monday, July 24, 2017 12:14 PM
To: Collins, BJ <Collins.BJ@epa.gov>
Cc: Jablonski, Janice <jablonski.janice@epa.gov>
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Hi BJ,
We had an applicant who chose the incorrect separation type when they submitted their application. Is there something that she needs to do now or will this be something that is addressed later in the process. She will be retirement with VSIP - option one I believe. Please let me know.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: **Ex. 6 - Personal Privacy**
Sent: Monday, July 24, 2017 11:42 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: RE: A new VERA-VSIP application has been submitted from OARM.

Lauren -- I have over 40 years of service here at EPA so I will be retiring, not resigning. Thanks for your help in straightening this out. I apologize for the mix-up.

Ex. 6 - Personal Privacy

-----Original Message-----

From: Lemley, Lauren
Sent: Monday, July 24, 2017 11:40 AM
To: **Ex. 6 - Personal Privacy**
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 8:43 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: **Ex. 6 - Personal Privacy**
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (3) Resignation - VSIP Only

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/24/2017 4:14:15 PM
To: Collins, BJ [Collins.BJ@epa.gov]
CC: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Hi BJ,
We had an applicant who chose the incorrect separation type when they submitted their application. Is there something that she needs to do now or will this be something that is addressed later in the process. She will be retirement with VSIP - option one I believe. Please let me know.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: [Ex. 6 - Personal Privacy]
Sent: Monday, July 24, 2017 11:42 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: RE: A new VERA-VSIP application has been submitted from OARM.

Lauren -- I have over 40 years of service here at EPA so I will be retiring, not resigning. Thanks for your help in straightening this out. I apologize for the mix-up.

[Ex. 6 - Personal Privacy]

-----Original Message-----

From: Lemley, Lauren
Sent: Monday, July 24, 2017 11:40 AM
To: [Ex. 6 - Personal Privacy]
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 8:43 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (3) Resignation - VSIP Only

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/13/2017 4:53:20 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: RE: A new VERA-VSIP application has been submitted from OARM.

OK, I found one other too.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: Jablonski, Janice
Sent: Thursday, July 13, 2017 12:48 PM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: RE: A new VERA-VSIP application has been submitted from OARM.

I suppose the SSC will catch that.

-----Original Message-----

From: Lemley, Lauren
Sent: Thursday, July 13, 2017 12:47 PM
To: Jablonski, Janice <jablonski.janice@epa.gov>
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

FYI, she marked her office incorrectly. I'm not sure how much that matters. She's in OALJ. Thanks!

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 9:45 AM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (2) Early Retirement - (VERA with VSIP)

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 4:51:39 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OGD
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/17/2017 8:09:15 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OGD
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/17/2017 8:05:27 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OGD
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Delivery Report

From: Mairose, Sue [Mairose.Sue@epa.gov]
Sent: 7/24/2017 3:48:01 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Revised V/V Schedule - eOPF Access Issue - UPDATE

Your message

To: Bonner, Jerome; Mairose, Sue
Subject: FW: Revised V/V Schedule - eOPF Access Issue - UPDATE
Sent: 7/24/2017 3:47:01 PM

was read 7/24/2017
on 3:47:46
PM

Your message

To: Mairose, Sue
Subject: FW: Revised V/V Schedule - eOPF Access Issue - UPDATE
Sent: Monday, July 24, 2017 11:47:01 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Monday, July 24, 2017 11:47:46 AM (UTC-05:00) Eastern Time (US & Canada).

Message

From: Schreefer, Kenneth [Schreefer.Kenneth@epa.gov]
Sent: 7/11/2017 2:31:30 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: RE: I'm listening to the VERA VSIP Webinar

Okay

Kenneth W. Schreefer

Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

From: Jablonski, Janice
Sent: Tuesday, July 11, 2017 10:31 AM
To: Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>
Subject: RE: I'm listening to the VERA VSIP Webinar

OOOOh. Call me later. 564-9922

From: Schreefer, Kenneth
Sent: Tuesday, July 11, 2017 10:30 AM
To: Jablonski, Janice <jablonski.janice@epa.gov>
Subject: I'm listening to the VERA VSIP Webinar

Kenneth W. Schreefer

Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

To: Williams , Laurie[Williams.Laurie@epa.gov]
Cc: Jablonski, Janice[jablonski.janice@epa.gov]; Lemley, Lauren[Lemley.Lauren@epa.gov]
From: Showman, John
Sent: Mon 7/17/2017 5:09:15 PM
Subject: RE: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

Thanks – I will have my staff check as my message should only go to OARM employees ---

From: Williams , Laurie
Sent: Monday, July 17, 2017 1:07 PM
To: Showman, John <Showman.John@epa.gov>
Subject: RE: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

John, I am wondering if I may have been copied in error.

I am in Office of Regional Counsel in Region 9, but due to having a very common name, I often receive emails that were not intended for me.

My only concern is that someone who may have a similar name may have missed receiving this email.

Thanks very much! Laurie

Laurie Williams

Assistant Regional Counsel

U.S. EPA Region 9

75 Hawthorne St.

San Francisco, CA 94105

Phone: (415) 972-3867

Fax: (415) 947-3570

Cell: **Ex. 6 - Personal Privacy**

From: Showman, John

Sent: Thursday, July 13, 2017 5:27 AM

To: Louis, Patricia <Louis.Patricia@epa.gov>; Bell, Shirley <Bell.Shirley@epa.gov>; Black, Cheryl <black.cheryl@epa.gov>; Davis, MichaelH <Davis.MichaelH@epa.gov>; Lluberas, Luis <Lluberas.Luis@epa.gov>; Amorosi, Joanne <Amorosi.Joanne@epa.gov>; Allen, Shakethia <allen.shakethia@epa.gov>; Neely, Rodney <Neely.Rodney@epa.gov>; Mckay, Linda <Mckay.Linda@epa.gov>; Saracco, Silvia <Saracco.Silvia@epa.gov>; Chenkin, Howard <Chenkin.Howard@epa.gov>; Clarke, Denise <clarke.denise@epa.gov>; Valentino, Thomas <Valentino.Thomas@epa.gov>; Lyles, Dianne <lyles.dianne@epa.gov>; Sutton, Donald <Sutton.Donald@epa.gov>; Gillis-Massey, Martina <gillis-massey.martina@epa.gov>; Nelson-Palmer, Brian <nelson-palmer.brian@epa.gov>; Gray, RobertA <Gray.RobertA@epa.gov>; Madison, Tommie <Madison.Tommie@epa.gov>; Macht, Jennifer <Macht.Jennifer@epa.gov>; Hubbell, Holly <Hubbell.Holly@epa.gov>; Brown, Dawn <Brown.Dawn@epa.gov>; Baptist, Douglas <Baptist.Douglas@epa.gov>; Moroni, Susan <moroni.susan@epa.gov>; Vaughn, Celia <Vaughn.Celia@epa.gov>; Koehler, Alfred <koehler.alfred@epa.gov>; Tonsil, Pauline <tonsil.pauline@epa.gov>; Oliver, John <Oliver.John@epa.gov>; Brunecz, Michelle <Brunecz.Michelle@epa.gov>; Danley-Smith, Sylvia <Danley-Smith.Sylvia@epa.gov>; ODEND'HAL, JULIANNE <OdendHal.Julianne@epa.gov>; Alston, Lawrence <Alston.Lawrence@epa.gov>; Greene, Diane <greene.diane@epa.gov>; Hairston, Lakeyshia <Hairston.Lakeyshia@epa.gov>; Smith, Leon <Smith.Leon@epa.gov>; Clark, Cheryl <clark.cheryl@epa.gov>; Messick, Michelle <Messick.Michelle@epa.gov>; Parker, Veronica <Parker.Veronica@epa.gov>; Oboyle, Ellen <oboyle.ellen@epa.gov>; Anthony, Peggy <Anthony.Peggy@epa.gov>; Young, Jill <Young.Jill@epa.gov>; Belles, Richard <Belles.Richard@epa.gov>; Creed, Suzette <Creed.Suzette@epa.gov>; Jones, Traci <Jones.Traci@epa.gov>; Arnold, Eileen <Arnold.Eileen@epa.gov>; Taylor, Jeffrey <Taylor.Jeff@epa.gov>; Wilson, Robert <Wilson.Robert@epa.gov>; Rodriguez, Victor <Rodriguez.Victor@epa.gov>; Barber, Wayne <Barber.Wayne@epa.gov>; Martinez, Doris <Martinez.Doris@epa.gov>; Moore, Bobby <Moore.Bobby@epa.gov>; Kirkland, William <Kirkland.William@epa.gov>; Gantt, Adrienne <Gantt.Adrienne@epa.gov>; Hitchcock, Charlie <Hitchcock.Charlie@epa.gov>; Pierce, DeEdria <Pierce.DeEdria@epa.gov>; Love, Stephanie <Love.Stephanie@epa.gov>; Viney, Barbara <Viney.Barbara@epa.gov>; Beard, Deborah-Ward <beard.deborah-ward@epa.gov>; Keemer, Mary <Keemer.Mary@epa.gov>; Lew, William <Lew.William@epa.gov>; Perkins, Barbara <Perkins.Barbara@epa.gov>; Jackson, Mildred <Jackson.Mildred@epa.gov>; KHATRI, KUSH <Khatri.Kush@epa.gov>; Marusak, Kirk <Marusak.Kirk@epa.gov>; Robinson, Latonya <Robinson.Latonya@epa.gov>; Thomas, Bridgette <thomas.bridgette@epa.gov>; Fields, Deborah <Fields.Deborah@epa.gov>; Williams, Laurie <Williams.Laurie@epa.gov>; Williams, Nicole <Williams.Nicole@epa.gov>; Little, Patricia L. <Little.PatriciaL@epa.gov>; Harris, PhyllisA <Harris.PhyllisA@epa.gov>; Owens, Terri <Owens.Terri@epa.gov>; Murray, Cheryl <Murray.Cheryl@epa.gov>; Smith, HelenT

<Smith.HelenT@epa.gov>; Brandon, Shantell <Brandon.Shantell@epa.gov>; Harrison, Tina
 <Harrison.Tina@epa.gov>; Hood, Anthony <Hood.Anthony@epa.gov>; Wilson, SeVera
 <Wilson.SeVera@epa.gov>; Perry, Mike <Perry.Mike@epa.gov>; Chesley, Don
 <Chesley.Don@epa.gov>; Brown, Geraldine <Brown.Geraldine@epa.gov>; Green, Eugene
 <Green.Eugene@epa.gov>; Rousey, Toni <Rousey.Toni@epa.gov>; Joyce, Mark
 <Joyce.Mark@epa.gov>; Walker, Nadene <Walker.Nadene@epa.gov>; Womack, Sandy
 <Womack.Sandy@epa.gov>; Wiskerchen, Nicholas <Wiskerchen.Nicholas@epa.gov>;
 Richardson, Karen <Richardson.Karen@epa.gov>; Gooden, Melanie
 <Gooden.Melanie@epa.gov>; Fletcher, Linda <Fletcher.Linda@epa.gov>; Jackson, Terrence
 <Jackson.Terrence@epa.gov>; Settle, Steve <Settle.Steve@epa.gov>; Levesque, Dan
 <Levesque.Dan@epa.gov>; Brown, Wendy <brown.wendy@epa.gov>; Facey, Lester
 <Facey.Lester@epa.gov>; McClendon, Michelle <McClendon.Michelle@epa.gov>; Smith-
 Starckey, Tracye <Smith-Starckey.Tracye@epa.gov>; Terrell, Piyachat
 <Terrell.Piyachat@epa.gov>; Smith, KentS <Smith.KentS@epa.gov>; Milam, Claire
 <Milam.Claire@epa.gov>; Nieves, Michael <Nieves.Michael@epa.gov>; Bogus, Alan
 <Bogus.Alan@epa.gov>; Mercado, EdnaD <Mercado.EdnaD@epa.gov>; Griffin, Malissa
 <Griffin.Malissa@epa.gov>; Allen, Tania <Allen.Tania@epa.gov>; Ridings, Sharon
 <Ridings.Sharon@epa.gov>; Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>; Barnes,
 Jonathan <barnes.jonathan@epa.gov>; Chopp, Justine <Chopp.Justine@epa.gov>; Ware,
 Beverly <Ware.Beverly@epa.gov>; Davis-Ray, Bernie <Davis-Ray.Bernie@epa.gov>; Jones,
 Lynnett <Jones.Lynnett@epa.gov>; White, Wayne D. <White.Wayned@epa.gov>; Robinson,
 Stacey <Robinson.Stacey@epa.gov>; Jackson, Raphael <Jackson.Raphael@epa.gov>; Bowling,
 Danita <Bowling.Danita@epa.gov>; Johnson, Dexter <Johnson.Dexter@epa.gov>; Randall,
 Brenda <Randall.Brenda@epa.gov>; Santiago, Marilsa <santiago.marilsa@epa.gov>; Neill,
 Charles <Neill.Charles@epa.gov>; McDonald, Joshua <McDonald.Joshua@epa.gov>; Metoyer,
 Bryford <Metoyer.Bryford@epa.gov>; Eme, Sunday <Eme.Sunday@epa.gov>; Snipes, Rebecca
 <snipes.rebecca@epa.gov>; Stinger, Peter <Stinger.Peter@epa.gov>; McCutcheon, Pamela
 <McCutcheon.Pamela@epa.gov>; Armstrong, Marilyn <Armstrong.Marilyn@epa.gov>; Bushta,
 Jason <Bushta.Jason@epa.gov>; Boyle, Norman <Boyle.Norman@epa.gov>; Dady, John
 <Dady.John@epa.gov>; Gillikin, Pamela <Gillikin.Pamela@epa.gov>; DeLaCruz-Matthews,
 Alexandria <DeLaCruz-Matthews.Alexandria@epa.gov>; Rocque, Eulvid
 <rocque.eulvid@epa.gov>; Tenner, Angie <Tenner.Angie@epa.gov>; Blankenship, Steven
 <Blankenship.Steven@epa.gov>; Piard-Hylton, Rose <Piard-Hylton.Rose@epa.gov>; Cherry,
 Linear <Cherry.Linear@epa.gov>; Reid, Carol <Reid.Carol@epa.gov>; Gourdine, Charles
 <Gourdine.Charles@epa.gov>; HERBAS, ALEJANDRA <herbas.alejandra@epa.gov>;
 SCOTT, INETHIA <SCOTT.INETHIA@EPA.GOV>; McCleary, James
 <McCleary.James@epa.gov>; Carbonaro, Joseph <Carbonaro.Joe@epa.gov>; Ross, Jon
 <Ross.Jon@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Christofel, Dave
 <Christofel.David@epa.gov>; Smith, Jacqueline <Smith.Jacqueline@epa.gov>; Ward, Anthony
 <Ward.Anthony@epa.gov>; JOHNSON, ROBIN-TG <Johnson.Robin-TG@epa.gov>;
 Gonzales, Eddie <Gonzales.Eddie@epa.gov>; Bowlding, Pat <Bowlding.Pat@epa.gov>;
 Carrillo, Oscar <Carrillo.Oscar@epa.gov>; Kane-Sharp, Bonnie <Kane-
 Sharp.Bonnie@epa.gov>; Lake, Debbie <Lake.Debbie@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Jablonski, Janice <jablonski.janice@epa.gov>;
 Noga, Vaughn <Noga.Vaughn@EPA.GOV>; Petrole, Maryann <Petrole.Maryann@epa.gov>;
 Carter, Rick <Carter.Rick@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Collins, BJ

<Collins.BJ@epa.gov>; Polk, Denise <Polk.Denise@epa.gov>; Neal, Kerry <neal.kerry@epa.gov>; Patrick, Kimberly <Patrick.Kimberly@epa.gov>; Legare, Pamela <Legare.Pamela@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hitchens, Lynnann <hitchens.lynnann@epa.gov>; Hardy, Michael <Hardy.Michael@epa.gov>

Subject: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

The U.S. Office of Personnel Management and the U.S. Office of Management and Budget have approved our request to offer Voluntary Separation Incentive Payment (buy-out) and Voluntary Early Retirement Authority (early-out) opportunities. As our organization explores various workforce planning efforts, we want to take advantage of these and other flexibilities and tools to help ensure that our workforce possesses the mix of skills most appropriate for carrying out our mission. This decision was not made lightly; we value our dedicated employees and appreciate the work you perform on behalf of the American people.

In accordance with statute and regulations, we identified the specific grades, occupational series, and geographic locations designated for VERA and VSIP for OPM and OMB, and have received their approval for the categories identified in Attachment A. The maximum number of VSIPs offered to employees in OARM will be 98. If the number of applications received exceeds the maximum number of VSIPs we can offer under one of the categories identified in Attachment A, approvals will be based first on service computation date for leave and then on entry on duty date (total EPA years of service). If the SCD and EOD dates are the same for two eligible employees, then the offer will be granted to the employee who submitted his or her application first. Attachment A also shows the maximum number of VSIP offers that will be approved by organization, grade, occupational series, and geographic location, as applicable.

You can find basic eligibility criteria for VSIPs and VERAs in Attachment B. The Human Resources Shared Service Center in Cincinnati can provide you with more information regarding your benefits and retirement, and can assist you with obtaining a retirement annuity estimate (OARM-RTP employees should contact the HR Shared Service Center in RTP). Attachment C provides contact information for this purpose.

If you decide to apply, you should do so early in the application period, which opens on July 13, 2017 and closes at 11:59 p.m. Eastern standard time on July 26, 2017. Applications submitted between 12:00 a.m. EST, July 13, 2017 and 11:59 p.m. EST, July 26, 2017, will

be accepted on a first come, first served basis if the number of applications does not exceed the maximum VERA/VSIP offers available.

Applications will only be accepted during this period using the online application system. Specific instructions on how and when to apply are in Attachment D. If your application is approved and you decide to proceed with VERA and/or VSIP, you must depart during the separation window which ends on September 2, 2017.

The decision to take advantage of a VERA or VSIP is entirely voluntary. This is a very personal decision. No one will be pressured to submit an application, and no one is required to accept an offer. You are urged to carefully consider the information provided and your personal situation prior to making a decision.

We will continue to provide anyone considering this decision with useful information and expert contacts. We plan to use all flexibilities and tools available to help OARM most effectively support both individual employees as well as the agency's strategic mission.

Thank you.

John L Showman III, Acting Principal Deputy Assistant Administrator

Office of Administration and Resources Management

US Environmental Protection Agency

202-564-5341

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 4:37:48 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: **Ex. 6 - Personal Privacy**
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: Schreefer, Kenneth [Schreefer.Kenneth@epa.gov]
Sent: 7/11/2017 2:30:06 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: I'm listening to the VERA VSIP Webinar

Kenneth W. Schreefer

Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/17/2017 3:42:12 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 4:08:09 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/17/2017 3:26:26 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Delivery Report

From: Emerson, Michael [Emerson.Michael@epa.gov]
Sent: 7/24/2017 3:30:26 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: FW: Revised V/V Schedule - eOPF Access Issue - UPDATE

Your message

To: Emerson, Michael
Subject: FW: Revised V/V Schedule - eOPF Access Issue - UPDATE
Sent: 7/24/2017 3:17:30 PM

was read 7/24/2017
on 3:30:26
PM

Your message

To: Emerson, Michael
Subject: FW: Revised V/V Schedule - eOPF Access Issue - UPDATE
Sent: Monday, July 24, 2017 11:17:30 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Monday, July 24, 2017 11:30:26 AM (UTC-05:00) Eastern Time (US & Canada).

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 3:26:12 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/17/2017 12:46:49 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (2) Early Retirement - (VERA with VSIP)

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 2:34:08 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OROM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/16/2017 7:15:56 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OAM
Duty Station: Durham, NC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 2:05:37 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 1:45:15 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (2) Early Retirement - (VERA with VSIP)

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 1:44:31 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (2) Early Retirement - (VERA with VSIP)

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 1:42:20 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: Coogan, Daniel
Sent: Thur 7/13/2017 1:42:11 PM
Subject: RE: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

Thanks.

Dan

Director, Resources, Analysis and Planning Division

Office of Resources, Operations and Management, OARM

o: 202-564-1862

c: Ex. 6 - Personal Privacy

SEE – PHS – OARM Budget – RAPD

From: Jablonski, Janice
Sent: Thursday, July 13, 2017 9:42 AM
To: Coogan, Daniel <Coogan.Daniel@epa.gov>; Harris, Monisha <harris.monisha@epa.gov>
Subject: FW: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

FYI.

From: Showman, John
Sent: Thursday, July 13, 2017 8:27 AM
To: Louis, Patricia <Louis.Patricia@epa.gov>; Bell, Shirley <Bell.Shirley@epa.gov>; Black, Cheryl <black.cheryl@epa.gov>; Davis, MichaelH <Davis.MichaelH@epa.gov>; Lluberas, Luis <Lluberas.Luis@epa.gov>; Amorosi, Joanne <Amorosi.Joanne@epa.gov>; Allen, Shakethia <allen.shakethia@epa.gov>; Neely, Rodney <Neely.Rodney@epa.gov>; Mckay, Linda <Mckay.Linda@epa.gov>; Saracco, Silvia <Saracco.Silvia@epa.gov>; Chenkin, Howard <Chenkin.Howard@epa.gov>; Clarke, Denise <clarke.denise@epa.gov>; Valentino, Thomas <Valentino.Thomas@epa.gov>; Lyles, Dianne <lyles.dianne@epa.gov>; Sutton, Donald <Sutton.Donald@epa.gov>; Gillis-Massey, Martina <gillis-massey.martina@epa.gov>; Nelson-

Palmer, Brian <nelson-palmer.brian@epa.gov>; Gray, RobertA <Gray.RobertA@epa.gov>;
 Madison, Tommie <Madison.Tommie@epa.gov>; Macht, Jennifer <Macht.Jennifer@epa.gov>;
 Hubbell, Holly <Hubbell.Holly@epa.gov>; Brown, Dawn <Brown.Dawn@epa.gov>; Baptist,
 Douglas <Baptist.Douglas@epa.gov>; Moroni, Susan <moroni.susan@epa.gov>; Vaughn, Celia
 <Vaughn.Celia@epa.gov>; Koehler, Alfred <koehler.alfred@epa.gov>; Tonsil, Pauline
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 <Jones.Traci@epa.gov>; Arnold, Eileen <Arnold.Eileen@epa.gov>; Taylor, Jeffrey
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 <Love.Stephanie@epa.gov>; Viney, Barbara <Viney.Barbara@epa.gov>; Beard, Deborah-Ward
 <beard.deborah-ward@epa.gov>; Keemer, Mary <Keemer.Mary@epa.gov>; Lew, William
 <Lew.William@epa.gov>; Perkins, Barbara <Perkins.Barbara@epa.gov>; Jackson, Mildred
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 Bridgette <thomas.bridgette@epa.gov>; Fields, Deborah <Fields.Deborah@epa.gov>; Williams
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 Patricia L. <Little.PatriciaL@epa.gov>; Harris, PhyllisA <Harris.PhyllisA@epa.gov>; Owens,
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 <Joyce.Mark@epa.gov>; Walker, Nadene <Walker.Nadene@epa.gov>; Womack, Sandy
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 <Griffin.Malissa@epa.gov>; Allen, Tania <Allen.Tania@epa.gov>; Ridings, Sharon

[<Ridings.Sharon@epa.gov>](mailto:Ridings.Sharon@epa.gov); Schreefer, Kenneth [<Schreefer.Kenneth@epa.gov>](mailto:Schreefer.Kenneth@epa.gov); Barnes, Jonathan [<barnes.jonathan@epa.gov>](mailto:barnes.jonathan@epa.gov); Chopp, Justine [<Chopp.Justine@epa.gov>](mailto:Chopp.Justine@epa.gov); Ware, Beverly [<Ware.Beverly@epa.gov>](mailto:Ware.Beverly@epa.gov); Davis-Ray, Bernie [<Davis-Ray.Bernie@epa.gov>](mailto:Davis-Ray.Bernie@epa.gov); Jones, Lynnett [<Jones.Lynnett@epa.gov>](mailto:Jones.Lynnett@epa.gov); White, Wayne D. [<White.Wayned@epa.gov>](mailto:White.Wayned@epa.gov); Robinson, Stacey [<Robinson.Stacey@epa.gov>](mailto:Robinson.Stacey@epa.gov); Jackson, Raphael [<Jackson.Raphael@epa.gov>](mailto:Jackson.Raphael@epa.gov); Bowling, Danita [<Bowling.Danita@epa.gov>](mailto:Bowling.Danita@epa.gov); Johnson, Dexter [<Johnson.Dexter@epa.gov>](mailto:Johnson.Dexter@epa.gov); Randall, Brenda [<Randall.Brenda@epa.gov>](mailto:Randall.Brenda@epa.gov); Santiago, Marilsa [<santiago.marilsa@epa.gov>](mailto:santiago.marilsa@epa.gov); Neill, Charles [<Neill.Charles@epa.gov>](mailto:Neill.Charles@epa.gov); McDonald, Joshua [<McDonald.Joshua@epa.gov>](mailto:McDonald.Joshua@epa.gov); Metoyer, Bryford [<Metoyer.Bryford@epa.gov>](mailto:Metoyer.Bryford@epa.gov); Eme, Sunday [<Eme.Sunday@epa.gov>](mailto:Eme.Sunday@epa.gov); Snipes, Rebecca [<snipes.rebecca@epa.gov>](mailto:snipes.rebecca@epa.gov); Stinger, Peter [<Stinger.Peter@epa.gov>](mailto:Stinger.Peter@epa.gov); McCutcheon, Pamela [<McCutcheon.Pamela@epa.gov>](mailto:McCutcheon.Pamela@epa.gov); Armstrong, Marilyn [<Armstrong.Marilyn@epa.gov>](mailto:Armstrong.Marilyn@epa.gov); Bushta, Jason [<Bushta.Jason@epa.gov>](mailto:Bushta.Jason@epa.gov); Boyle, Norman [<Boyle.Norman@epa.gov>](mailto:Boyle.Norman@epa.gov); Dady, John [<Dady.John@epa.gov>](mailto:Dady.John@epa.gov); Gillikin, Pamela [<Gillikin.Pamela@epa.gov>](mailto:Gillikin.Pamela@epa.gov); DeLaCruz-Matthews, Alexandria [<DelaCruz-Matthews.Alexandria@epa.gov>](mailto:DelaCruz-Matthews.Alexandria@epa.gov); Rocque, Eulvid [<rocque.eulvid@epa.gov>](mailto:rocque.eulvid@epa.gov); Tenner, Angie [<Tenner.Angie@epa.gov>](mailto:Tenner.Angie@epa.gov); Blankenship, Steven [<Blankenship.Steven@epa.gov>](mailto:Blankenship.Steven@epa.gov); Piard-Hylton, Rose [<Piard-Hylton.Rose@epa.gov>](mailto:Piard-Hylton.Rose@epa.gov); Cherry, Linear [<Cherry.Linear@epa.gov>](mailto:Cherry.Linear@epa.gov); Reid, Carol [<Reid.Carol@epa.gov>](mailto:Reid.Carol@epa.gov); Gourdine, Charles [<Gourdine.Charles@epa.gov>](mailto:Gourdine.Charles@epa.gov); HERBAS, ALEJANDRA [<herbas.alejandra@epa.gov>](mailto:herbas.alejandra@epa.gov); SCOTT, INETHIA [<SCOTT.INETHIA@EPA.GOV>](mailto:SCOTT.INETHIA@EPA.GOV); McCleary, James [<McCleary.James@epa.gov>](mailto:McCleary.James@epa.gov); Carbonaro, Joseph [<Carbonaro.Joe@epa.gov>](mailto:Carbonaro.Joe@epa.gov); Ross, Jon [<Ross.Jon@epa.gov>](mailto:Ross.Jon@epa.gov); Sterling, Sherry [<Sterling.Sherry@epa.gov>](mailto:Sterling.Sherry@epa.gov); Christofel, Dave [<Christofel.David@epa.gov>](mailto:Christofel.David@epa.gov); Smith, Jacqueline [<Smith.Jacqueline@epa.gov>](mailto:Smith.Jacqueline@epa.gov); Ward, Anthony [<Ward.Anthony@epa.gov>](mailto:Ward.Anthony@epa.gov); JOHNSON, ROBIN-TG [<Johnson.Robin-TG@epa.gov>](mailto:Johnson.Robin-TG@epa.gov); Gonzales, Eddie [<Gonzales.Eddie@epa.gov>](mailto:Gonzales.Eddie@epa.gov); Bowlding, Pat [<Bowlding.Pat@epa.gov>](mailto:Bowlding.Pat@epa.gov); Carrillo, Oscar [<Carrillo.Oscar@epa.gov>](mailto:Carrillo.Oscar@epa.gov); Kane-Sharp, Bonnie [<Kane-Sharp.Bonnie@epa.gov>](mailto:Kane-Sharp.Bonnie@epa.gov); Lake, Debbie [<Lake.Debbie@epa.gov>](mailto:Lake.Debbie@epa.gov)
Cc: Vizian, Donna [<Vizian.Donna@epa.gov>](mailto:Vizian.Donna@epa.gov); Jablonski, Janice [<jablonski.janice@epa.gov>](mailto:jablonski.janice@epa.gov); Noga, Vaughn [<Noga.Vaughn@EPA.GOV>](mailto:Noga.Vaughn@EPA.GOV); Petrole, Maryann [<Petrole.Maryann@epa.gov>](mailto:Petrole.Maryann@epa.gov); Carter, Rick [<Carter.Rick@epa.gov>](mailto:Carter.Rick@epa.gov); Helm, Arron [<Helm.Arron@epa.gov>](mailto:Helm.Arron@epa.gov); Collins, BJ [<Collins.BJ@epa.gov>](mailto:Collins.BJ@epa.gov); Polk, Denise [<Polk.Denise@epa.gov>](mailto:Polk.Denise@epa.gov); Neal, Kerry [<neal.kerry@epa.gov>](mailto:neal.kerry@epa.gov); Patrick, Kimberly [<Patrick.Kimberly@epa.gov>](mailto:Patrick.Kimberly@epa.gov); Legare, Pamela [<Legare.Pamela@epa.gov>](mailto:Legare.Pamela@epa.gov); Gray, Linda [<gray.linda@epa.gov>](mailto:gray.linda@epa.gov); Carpenter, Wesley [<Carpenter.Wesley@epa.gov>](mailto:Carpenter.Wesley@epa.gov); Hitchens, Lynnann [<hitchens.lynnann@epa.gov>](mailto:hitchens.lynnann@epa.gov); Hardy, Michael [<Hardy.Michael@epa.gov>](mailto:Hardy.Michael@epa.gov)

Subject: Voluntary Early Retirement Authority and Voluntary Separation Incentive Payment Opportunities in OARM

The U.S. Office of Personnel Management and the U.S. Office of Management and Budget have approved our request to offer Voluntary Separation Incentive Payment (buy-out) and Voluntary Early Retirement Authority (early-out) opportunities. As our organization explores various workforce planning efforts, we want to take advantage of these and other flexibilities and tools to help ensure that our workforce possesses the mix of skills most appropriate for carrying out our

mission. This decision was not made lightly; we value our dedicated employees and appreciate the work you perform on behalf of the American people.

In accordance with statute and regulations, we identified the specific grades, occupational series, and geographic locations designated for VERA and VSIP for OPM and OMB, and have received their approval for the categories identified in Attachment A. The maximum number of VSIPs offered to employees in OARM will be 98. If the number of applications received exceeds the maximum number of VSIPs we can offer under one of the categories identified in Attachment A, approvals will be based first on service computation date for leave and then on entry on duty date (total EPA years of service). If the SCD and EOD dates are the same for two eligible employees, then the offer will be granted to the employee who submitted his or her application first. Attachment A also shows the maximum number of VSIP offers that will be approved by organization, grade, occupational series, and geographic location, as applicable.

You can find basic eligibility criteria for VSIPs and VERAs in Attachment B. The Human Resources Shared Service Center in Cincinnati can provide you with more information regarding your benefits and retirement, and can assist you with obtaining a retirement annuity estimate (OARM-RTP employees should contact the HR Shared Service Center in RTP). Attachment C provides contact information for this purpose.

If you decide to apply, you should do so early in the application period, which opens on July 13, 2017 and closes at 11:59 p.m. Eastern standard time on July 26, 2017. Applications submitted between 12:00 a.m. EST, July 13, 2017 and 11:59 p.m. EST, July 26, 2017, will be accepted on a first come, first served basis if the number of applications does not exceed the maximum VERA/VSIP offers available.

Applications will only be accepted during this period using the online application system. Specific instructions on how and when to apply are in Attachment D. If your application is approved and you decide to proceed with VERA and/or VSIP, you must depart during the separation window which ends on September 2, 2017.

The decision to take advantage of a VERA or VSIP is entirely voluntary. This is a very personal decision. No one will be pressured to submit an application, and no one is required to accept an offer. You are urged to carefully consider the information provided and your personal situation prior to making a decision.

We will continue to provide anyone considering this decision with useful information and expert contacts. We plan to use all flexibilities and tools available to help OARM most effectively support both individual employees as well as the agency's strategic mission.

Thank you.

John L Showman III, Acting Principal Deputy Assistant Administrator

Office of Administration and Resources Management

US Environmental Protection Agency

202-564-5341

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/14/2017 7:05:42 PM
To: Collins, BJ [Collins.BJ@epa.gov]
CC: Jablonski, Janice [jablonski.janice@epa.gov]; Showman, John [Showman.John@epa.gov]
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Hi BJ,
Please see the note I sent to Sue Mairose earlier today. Jan wanted me to give you a heads up about this individual. Thanks!

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: Lemley, Lauren
Sent: Friday, July 14, 2017 10:38 AM
To: Mairose, Sue <mairose.sue@epa.gov>
Cc: Jablonski, Janice <jablonski.janice@epa.gov>
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Hi Sue,
Just a heads up -- this individual is in OARM. They submitted a correct application for OARM/OA, but also the one below (incorrect). Just wanted to give you a heads up. Thanks!

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 6:13 PM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: AO - OCHP
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: Coogan, Daniel
Sent: Thur 7/13/2017 1:23:40 PM
Subject: V/V Details

Jan, do you have the specifics that apparently John sent out. Charlie stopped by to discuss them with me but I wasn't familiar with what had been sent out.

Dan

Director, Resources, Analysis and Planning Division

Office of Resources, Operations and Management, OARM

o: 202-564-1862

c: Ex. 6 - Personal Privacy

SEE – PHS – OARM Budget – RAPD

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 1:17:49 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 1:15:07 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: **Ex. 6 - Personal Privacy**
Office: OARM - OHR
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: Bonner, Jerome [Bonner.Jerome@epa.gov]
Sent: 7/27/2017 7:43:36 PM
To: Hill, Troy [Hill.Troy@epa.gov]; Fowler, Joshua [Fowler.Joshua@epa.gov]; Sanders, Amy [Sanders.Amy@epa.gov]; Milton, Laura [Milton.Laura@epa.gov]; Datcher, Dawn [Datcher.Dawn@epa.gov]; Smith, Susan [Smith.Susan@epa.gov]; Price, Patricia [price.patricia@epa.gov]; Jablonski, Janice [jablonski.janice@epa.gov]
CC: Bonner, Jerome [Bonner.Jerome@epa.gov]; Mairose, Sue [Mairose.Sue@epa.gov]; Thomas, Cheryl [Thomas.Cheryl@epa.gov]; Mick, David [Mick.David@epa.gov]; Young, Debbie [young.debbie@epa.gov]
Subject: Modification to V/V Business Case

Hello All,

There was a question raised earlier today about potentially modifying the V/V Business case. Please contact OHR Loretta Hunt; she is in direct contact w/OMB and OPM and is better suited to address whether your potential modification request is feasible.

Thanks
JB

Jerome W. Bonner
Environmental Protection Agency
Office of Administration and Resources Management - Cincinnati
Director, Human Resources
Cincinnati Human Resources Shared Service Center
Tel: 513.569.7950
Mobile: Ex. 6 - Personal Privacy

CONFIDENTIALITY: This communication may contain privileged or other confidential information. If you are not the intended addressee, or believe you have received this communication in error, you may neither copy, disseminate, nor distribute it to anyone else or use it in any unauthorized manner; to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately by using the reply facility in your mail software and delete it from your computer. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 1:14:19 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: **Ex. 6 - Personal Privacy**
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 1:06:58 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/14/2017 2:42:23 PM
To: Mairose, Sue [Mairose.Sue@epa.gov]
CC: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Hi Sue,
Just a heads up -- this individual is in OARM. They submitted a correct application for OARM/OA, but also the one below (incorrect). Just wanted to give you a heads up. Thanks!

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 6:13 PM
To: Lemley, Lauren <Lemley.Lauren@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 5 - Deliberative Process
Office: AO - OCHP
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/14/2017 1:51:57 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 5 - Deliberative Process
Office: OARM - OHR
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 10:29:16 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 5 - Deliberative Process
Office: OARM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: Showman, John
Sent: Thur 7/13/2017 10:23:53 PM
Subject: Fwd: A new VERA-VSIP application has been submitted from OARM.

Her office isn't an oarm office. ???

Sent from my iPhone

Begin forwarded message:

From: 2017 VERA-VSIP <2017_VERA-VSIP@epa.gov>
Date: July 13, 2017 at 6:13:19 PM EDT
To: <Showman.John@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: **Ex. 6 - Personal Privacy**
Office: AO - OCHP
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 10:13:19 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 5 - Deliberative Process
Office: AO - OCHP
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 10:07:49 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 12:49:51 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - RTP
Duty Station: Durham, NC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: Petrole, Maryann
Sent: Thur 7/27/2017 3:39:14 PM
Subject: V/V update

Hi,

Will we get a list of all those who applied since the deadline was 11:59 pm yesterday. I not really expecting many more but just trying to stay on top of the process. Thanks.

Maryann

Maryann Petrole, Deputy Director

Office of Administration

EPA/OARM/OA

WJC-North, 5340-X

202-564-4938 (work)

Ex. 6 - Personal Privacy (cell)

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 9:46:11 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: **Ex. 6 - Personal Privacy**
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 9:26:51 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OHR
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 12:43:01 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OA
Duty Station: Washington, DC
Separation Type: (3) Resignation - VSIP Only

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Wed 7/26/2017 11:11:44 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OAM
Duty Station: Durham, NC
Separation Type: (2) Early Retirement - (VERA with VSIP)

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 12:38:46 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OGD
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Wed 7/26/2017 11:07:20 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]
Office: OARM - OAM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Jablonski, Janice[jablonski.janice@epa.gov]
From: 2017_VERA-VSIP@epa.gov
Sent: Thur 7/13/2017 12:36:08 PM
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Delivery Report

From: Neal, Kerry [neal.kerry@epa.gov]
Sent: 6/22/2017 1:11:20 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/22/2017
on 1:11:20
PM

Your message

To: Neal, Kerry
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Thursday, June 22, 2017 9:11:20 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Hardy, Michael [Hardy.Michael@epa.gov]
Sent: 6/22/2017 1:00:51 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/22/2017
on 1:00:49
PM

Your message

To: Hardy, Michael
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Thursday, June 22, 2017 9:00:49 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Franklin, Bruce [Franklin.Bruce@epa.gov]
Sent: 6/21/2017 3:44:43 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 3:44:35
PM

Your message

To: Franklin, Bruce
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 11:44:35 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Collins, BJ [Collins.BJ@epa.gov]
Sent: 6/21/2017 3:04:41 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 3:04:23
PM

Your message

To: Collins, BJ
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 1:49:06 PM (UTC+00:00) Monrovia, Reykjavik

was read on Wednesday, June 21, 2017 3:04:23 PM (UTC+00:00) Monrovia, Reykjavik.

Delivery Report

From: Petrole, Maryann [Petrole.Maryann@epa.gov]
Sent: 6/21/2017 2:53:30 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 2:53:30
PM

Your message

To: Petrole, Maryann
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 10:53:30 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Sent: 6/21/2017 2:18:07 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 2:18:05
PM

Your message

To: Carpenter, Wesley
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 10:18:05 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Scola, Jennifer [Scola.Jennifer@epa.gov]
Sent: 6/21/2017 2:02:56 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 2:02:56
PM

Your message

To: Scola, Jennifer
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 10:02:56 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Polk, Denise [Polk.Denise@epa.gov]
Sent: 6/21/2017 1:58:12 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 1:57:25
PM

Your message

To: Polk, Denise
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 9:57:25 AM (UTC-05:00) Eastern Time (US & Canada).

Delivery Report

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 6/21/2017 1:57:00 PM
To: Jablonski, Janice [jablonski.janice@epa.gov]
Subject: Read: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward

Your message

To: Hitchens, Lynnnann; Noga, Vaughn; Carter, Rick; Gray, Linda; Helm, Arron; Patrick, Kimberly; Polk, Denise
CC: Hardy, Michael; Petrole, Maryann; Scola, Jennifer; Carpenter, Wesley; Collins, BJ; Legare, Pamela; Neal, Kerry; Franklin, Bruce; Lynch, Mary-Kay
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: 6/21/2017 1:49:06 PM

was read 6/21/2017
on 1:56:33
PM

Your message

To: Helm, Arron
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
Sent: Wednesday, June 21, 2017 9:49:06 AM (UTC-05:00) Eastern Time (US & Canada)

was read on Wednesday, June 21, 2017 9:56:33 AM (UTC-05:00) Eastern Time (US & Canada).

Appointment

From: Jablonski, Janice [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=54F7E998B02C426B9D7579ADDEED0B7D-JJABLONS]
Sent: 5/30/2017 3:35:58 PM
To: Hitchens, Lynnann [hitchens.lynnann@epa.gov]
Subject: Accepted: Review V/V
Start: 5/30/2017 7:00:00 PM
End: 5/30/2017 8:00:00 PM
Show Time As: Busy

Appointment

From: Showman, John [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4A5D6E83FBF5499E93CC6B41090245B2-JSHOWMAN]
Sent: 5/6/2017 6:24:18 PM
To: Westenberger, Andrea [Westenberger.Andrea@epa.gov]
Subject: Tentative: Tentative hold: VERA/VSIP meeting w/ OARM, ARAs, and HROs
Location: Conf. Line will be added
Start: 5/9/2017 4:00:00 PM
End: 5/9/2017 4:30:00 PM
Recurrence: (none)

Appointment

From: Showman, John [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4A5D6E83FBF5499E93CC6B41090245B2-JSHOWMAN]
Sent: 7/25/2017 12:47:11 PM
To: Coogan, Daniel [Coogan.Daniel@epa.gov]
Subject: Accepted: OARM VERA/ VSIP Payroll Exercise
Location: WJCN 3330

Start: 7/27/2017 7:45:00 PM
End: 7/27/2017 8:15:00 PM

Recurrence: (none)

Message

From: Showman, John [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4A5D6E83FBF5499E93CC6B41090245B2-JSHOWMAN]
Sent: 7/12/2017 4:01:17 PM
To: Gray, David [gray.david@epa.gov]
Subject: FW: URGENT: Latest Information on VERA/VSIP Notifications,
Attachments: Prog and Reg VERA-VSIP Announcement 7-12-17.docx; SSC Schedule V-V 7-12-17 .docx; Targetd positions office submissions 7-7-17.xlsx; EPA Prog and Reg Business Cases Final 7-7-17.docx
Importance: High

It's the first attachment ... I will also send you what I sent to OARM-ALL

Ex. 5 - Deliberative Process

From: Vizian, Donna
Sent: Wednesday, July 12, 2017 11:51 AM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>
Subject: FW: URGENT: Latest Information on VERA/VSIP Notifications,
Importance: High

FYI

From: Hunt, Loretta
Sent: Wednesday, July 12, 2017 11:39 AM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Subject: URGENT: Latest Information on VERA/VSIP Notifications,
Importance: High

HR Community,

1. **Ex. 5 - Deliberative Process**
2. **Ex. 5 - Deliberative Process**
3. The application window for VERA/VSIP is 7/13/17 through 7/26/17.
4. An updated schedule is attached.
5. **Ex. 5 - Deliberative Process** Documents are attached.
6. The agency's business case and targeted position spreadsheet approved by OPM are attached.

7.

Ex. 5 - Deliberative Process

If you have any questions or concerns, please contact me or Debbi Hart.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Showman, John [Showman.John@epa.gov]
Sent: 7/16/2017 8:12:14 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Fwd: A new VERA-VSIP application has been submitted from OARM.

Sent from my iPhone

Begin forwarded message:

From: 2017 VERA-VSIP <2017_VERA-VSIP@epa.gov>
Date: July 16, 2017 at 3:15:56 PM EDT
To: <Showman.John@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: [Ex. 6 - Personal Privacy]

Office: OARM - OAM

Duty Station: Durham, NC

Separation Type: (1) Optional Voluntary Retirement with VSIP

To: Gray, Linda (gray.linda@epa.gov)[gray.linda@epa.gov]
From: Showman, John
Sent: Thur 7/13/2017 3:05:42 PM
Subject: FYI --- A new VERA-VSIP application has been submitted from OARM.

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 10:34 AM
To: Showman, John <Showman.John@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM - OROM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: Showman, John [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4A5D6E83FBF5499E93CC6B41090245B2-JSHOWMAN]
Sent: 7/13/2017 12:38:16 PM
To: Hitchens, Lynnann [hitchens.lynnann@epa.gov]
Subject: FW: A new VERA-VSIP application has been submitted from OARM.

Look at who is first!

-----Original Message-----

From: 2017_VERA-VSIP@epa.gov [mailto:2017_VERA-VSIP@epa.gov]
Sent: Thursday, July 13, 2017 8:36 AM
To: Showman, John <Showman.John@epa.gov>
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: 2017_VERA-VSIP@epa.gov [2017_VERA-VSIP@epa.gov]
on behalf of 2017 VERA-VSIP [2017_VERA-VSIP@epa.gov]
Sent: 7/13/2017 12:36:08 PM
To: Showman, John [Showman.John@epa.gov]
Subject: A new VERA-VSIP application has been submitted from OARM.

A new VERA-VSIP application has been submitted from OARM.

Applicant Name: Ex. 6 - Personal Privacy
Office: OARM
Duty Station: Washington, DC
Separation Type: (1) Optional Voluntary Retirement with VSIP

Message

From: Bloom, David [Bloom.David@epa.gov]
Sent: 6/1/2017 2:54:08 PM
To: Flynn, Mike [Flynn.Mike@epa.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]; Hull, George [Hull.George@epa.gov]; Sowell, Sarah [Sowell.Sarah@epa.gov]; Reeder, John [Reeder.John@epa.gov]
Subject: Re: V/V mass mailer

Mike,

Ex. 5 - Deliberative Process

David

Sent from my iPhone

On Jun 1, 2017, at 10:37 AM, Flynn, Mike <Flynn.Mike@epa.gov> wrote:

Donna, Here's my revised version per our discussion this morning.

George, See attached draft mass mailer from me providing an update on the V/V process. Donna and I are working to get Ryan's ok on this asap today, and in the meantime, am providing to you and your staff to prep for getting this ready to send out later today. We will let you know when we get Ryan's approval. Please let me know if you have any questions.

Thanks, Mike

<Flynn.V.V.2017.rev3.docx>

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Flynn, Mike
Sent: Thur 6/1/2017 8:50:39 PM
Subject: RE: Updated VERA VSIP Numbers

Need to go over tomorrow **Ex. 5 - Deliberative Process**

Mike Flynn

Acting Deputy Administrator

U.S. Environmental Protection Agency

202-564-4711

From: Vizian, Donna
Sent: Thursday, June 01, 2017 4:30 PM
To: Flynn, Mike <Flynn.Mike@epa.gov>
Subject: FW: Updated VERA VSIP Numbers

Sorry this took so long. See note below **Ex. 5 - Deliberative Process**

From: Parker, Gary
Sent: Thursday, June 01, 2017 4:07 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: Updated VERA VSIP Numbers

Donna,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process Both offices have stated they will provide numbers to me tomorrow.

Ex. 5 - Deliberative Process

I added the schedule to the package as well.

R,

Gary

Mr. Gary Parker

Branch Chief, Workforce Planning

USEPA/OARM/OHR

(O) 202-564-7421

(M) Ex. 6 - Personal Privacy

Message

From: Cooper, Marian [Cooper.Marian@epa.gov]
Sent: 3/31/2017 9:10:15 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Bell, Matthew [Bell.Matthew@epa.gov]
Subject: Re: Are the revised EMC papers on the G drive?

Sure. Matt- Kim can help

Sent from my iPhone

On Mar 31, 2017, at 4:48 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

After the change to the EO paper, can I get 30 copies of that and the V/V paper

From: Cooper, Marian
Sent: Friday, March 31, 2017 4:21 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Bell, Matthew <Bell.Matthew@epa.gov>
Subject: Re: Are the revised EMC papers on the G drive?

Should be. Matt needs to verify.

Sent from my iPhone

On Mar 31, 2017, at 4:06 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Parker, Gary
Sent: Thur 6/1/2017 8:38:22 PM
Subject: RE: Updated VERA VSIP Numbers

Ex. 5 - Deliberative Process

Mr. Gary Parker

Branch Chief, Workforce Planning

USEPA/OARM/OHR

(O) 202-564-7421

(M) Ex. 6 - Personal Privacy

From: Vizian, Donna
Sent: Thursday, June 01, 2017 4:31 PM
To: Parker, Gary <parker.gary@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Updated VERA VSIP Numbers

Thanks Gary. Ex. 5 - Deliberative Process

From: Parker, Gary
Sent: Thursday, June 01, 2017 4:07 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: Updated VERA VSIP Numbers

Donna,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

I added the schedule to the package as well.

R,

Gary

Mr. Gary Parker

Branch Chief, Workforce Planning

USEPA/OARM/OHR

(O) 202-564-7421

(M)

Ex. 6 - Personal Privacy

Message

From: Walsh, Ed [Walsh.Ed@epa.gov]
Sent: 8/8/2017 8:26:59 PM
To: Greaves, Holly [greaves.holly@epa.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Re: Buyout pay

My folks are not aware of any government wide efforts.

Ex. 5 - Deliberative Process

Thanks

Ed

On Aug 8, 2017, at 3:55 PM, Greaves, Holly <greaves.holly@epa.gov> wrote:

Thank you, both would be helpful. Ryan has asked for some more information.

From: Vizian, Donna
Sent: Tuesday, August 8, 2017 3:12 PM
To: Greaves, Holly <greaves.holly@epa.gov>; Walsh, Ed <Walsh.Ed@epa.gov>
Subject: RE: Buyout pay

I can check with OPM

From: Greaves, Holly
Sent: Tuesday, August 08, 2017 2:47 PM
To: Walsh, Ed <Walsh.Ed@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>
Subject: Buyout pay

Donna/Ed,

Ex. 5 - Deliberative Process

<https://www.washingtonpost.com/news/powerpost/wp/2017/07/11/trump-administration-wants-to-boost-value-of-federal-employee-buyouts/>

<http://www.govexec.com/pay-benefits/2017/07/white-house-wants-increase-federal-employee-buyout-payments/139353/>

Thank you,
Holly

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Flynn, Mike
Sent: Tue 5/23/2017 6:46:41 PM
Subject: FW: V/V offers

See comment below about “hiring up to their ceiling” – lets discuss

Mike Flynn

Acting Deputy Administrator

U.S. Environmental Protection Agency

202-564-4711

From: Allen, Reginald
Sent: Tuesday, May 23, 2017 2:45 PM
To: Flynn, Mike <Flynn.Mike@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>
Subject: RE: V/V offers

Will relook – but we have talked this through with every office (except OP) many want to restructure most of these positions.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

We have told them they can submit requests to hire up to their ceiling – including restructured (downgraded) positions

Reggie

Reginald E. Allen

Director, Administrative and Executive Services

Office of the Administrator

U.S. Environmental Protection Agency

Office 202-564-0444

Direct 202-564-1029

Cell Ex. 6 - Personal Privacy

From: Flynn, Mike

Sent: Tuesday, May 23, 2017 1:52 PM

To: Allen, Reginald <Allen.Reginald@epa.gov>

Cc: Reeder, John <Reeder.John@epa.gov>

Subject: V/V offers

John/Reggie,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks, Mike

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Carter, Rick
Sent: Tue 8/1/2017 5:41:10 PM
Subject: Fwd: Region 8 Supervisory Positions

Hi Donna,

Jerome believes this may be the issue. Let me know if you'd like to discuss.

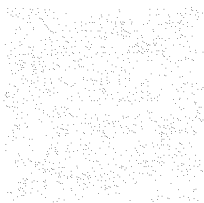
Thanks

Rick

Sent from my iPhone

Begin forwarded message:

From: "Bonner, Jerome" <Bonner.Jerome@epa.gov>
Date: August 1, 2017 at 1:34:58 PM EDT
To: "Carter, Rick" <Carter.Rick@epa.gov>
Cc: "Bonner, Jerome" <Bonner.Jerome@epa.gov>
Subject: Region 8 Supervisory Positions



Rick

We do not have any request to fill supervisory positions for Region 8.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Jerome W. Bonner

Environmental Protection Agency

Office of Administration and Resources Management - Cincinnati

Director, Human Resources

Cincinnati Human Resources Shared Service Center

Tel: 513.569.7950

Mobile: Ex. 6 - Personal Privacy

CONFIDENTIALITY: This communication may contain privileged or other confidential information. If you are not the intended addressee, or believe you have received this communication in error, you may neither copy, disseminate, nor

distribute it to anyone else or use it in any unauthorized manner; to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately by using the reply facility in your mail software and delete it from your computer. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

Message

From: Greaves, Holly [greaves.holly@epa.gov]
Sent: 8/8/2017 8:00:44 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Buyout pay

Thank you!

From: Vizian, Donna
Sent: Tuesday, August 8, 2017 3:59 PM
To: Greaves, Holly <greaves.holly@epa.gov>; Walsh, Ed <Walsh.Ed@epa.gov>
Subject: RE: Buyout pay

I left a message for my main contact in OPM.

From: Greaves, Holly
Sent: Tuesday, August 08, 2017 3:55 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Walsh, Ed <Walsh.Ed@epa.gov>
Subject: RE: Buyout pay

Thank you, both would be helpful. Ryan has asked for some more information.

From: Vizian, Donna
Sent: Tuesday, August 8, 2017 3:12 PM
To: Greaves, Holly <greaves.holly@epa.gov>; Walsh, Ed <Walsh.Ed@epa.gov>
Subject: RE: Buyout pay

I can check with OPM

From: Greaves, Holly
Sent: Tuesday, August 08, 2017 2:47 PM
To: Walsh, Ed <Walsh.Ed@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>
Subject: Buyout pay

Donna/Ed,

Ex. 5 - Deliberative Process

<https://www.washingtonpost.com/news/powerpost/wp/2017/07/11/trump-administration-wants-to-boost-value-of-federal-employee-buyouts/>

<http://www.govexec.com/pay-benefits/2017/07/white-house-wants-increase-federal-employee-buyout-payments/139353/>

Thank you,
Holly

Message

From: Robbins, Chris [Robbins.Chris@epa.gov]
Sent: 5/23/2017 4:37:42 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Can u pls send me the v/v spreadsheet? Bob is out today/tomorrow. Thx!

Sent from my iPhone

Message

From: Flynn, Mike [Flynn.Mike@epa.gov]
Sent: 6/1/2017 12:25:58 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Re: Revised V/V memo

Yes I know

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564-4711

> On Jun 1, 2017, at 8:22 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

>
> Thanks. Don't forget I need to notify the Union before the mailer goes out. This will start the negotiations.

>
> -----Original Message-----

> From: Flynn, Mike
> Sent: Thursday, June 01, 2017 8:22 AM
> To: Vizian, Donna <Vizian.Donna@epa.gov>
> Subject: Re: Revised V/V memo

>
> Thanks - I'll try to get in front of Ryan as soon as possible today

>
> Mike Flynn
> Acting Deputy Administrator
> U.S. Environmental Protection Agency
> (202) 564-4711

>
>> On Jun 1, 2017, at 8:16 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

>>
>> HI Mike - 2 minor changes. Revision attached. **Ex. 5 - Deliberative Process**

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

>>
>> -----Original Message-----
>> From: Flynn, Mike
>> Sent: Wednesday, May 31, 2017 10:29 PM
>> To: Vizian, Donna <Vizian.Donna@epa.gov>
>> Cc: Bloom, David <Bloom.David@epa.gov>
>> Subject: Revised V/V memo

>>
>> Donna,
>> Here's the V/V memo with my revisions. **Ex. 5 - Deliberative Process**
Ex. 5 - Deliberative Process After you've looked at and made any needed changes, I'll try to quickly run by Ryan.

>>
>> Thx
>>
>> Mike Flynn
>> Acting Deputy Administrator
>> U.S. Environmental Protection Agency
>> (202) 564-4711
>>
>> <Flynn.V.V.2017.rev2.docx>

To: Starfield, Lawrence[Starfield.Lawrence@epa.gov]; Flynn, Mike[Flynn.Mike@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]
Cc: 2017HQfirstassistants[2017HQfirstassistants@epa.gov]; 2017Regionfirstassistants[2017Regionfirstassistants@epa.gov]
From: Coleman, Sam
Sent: Thur 3/23/2017 1:46:33 PM
Subject: RE: a Proposal

I agree in concept.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Samuel Coleman, P.E.

Deputy Regional Administrator

EPA Region 6

coleman.sam@epa.gov

214.665.2100 Ofc

Ex. 6 - Personal Privacy Direct

Ex. 6 - Personal Privacy Cell

From: Starfield, Lawrence
Sent: Thursday, March 23, 2017 8:10 AM
To: Flynn, Mike <Flynn.Mike@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>
Cc: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Subject: a Proposal
Importance: High

Mike and Donna,

I know that you are waiting for direction before proceeding with efforts to develop approaches to

Ex. 5 - Deliberative Process

1.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

2.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

If the team in OARM has already started on such plans, that would be great to know.

I'm hoping that we can make a decision on how to move this forward at next week's First Assistants' meeting, and perhaps make a detailed presentation to Ryan/Holly or others at the EMC.

Thanks for your consideration of this proposal.

Larry

This message is CONFIDENTIAL, and may contain legally privileged information. If you are not the intended recipient, or believe you received this communication in error, please delete it immediately, do not copy, and notify the sender. Thank you.

Message

From: Greaves, Holly [greaves.holly@epa.gov]
Sent: 8/8/2017 7:55:27 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Walsh, Ed [Walsh.Ed@epa.gov]
Subject: RE: Buyout pay

Thank you, both would be helpful. Ryan has asked for some more information.

From: Vizian, Donna
Sent: Tuesday, August 8, 2017 3:12 PM
To: Greaves, Holly <greaves.holly@epa.gov>; Walsh, Ed <Walsh.Ed@epa.gov>
Subject: RE: Buyout pay

I can check with OPM

From: Greaves, Holly
Sent: Tuesday, August 08, 2017 2:47 PM
To: Walsh, Ed <Walsh.Ed@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>
Subject: Buyout pay

Donna/Ed,

Ex. 5 - Deliberative Process

<https://www.washingtonpost.com/news/powerpost/wp/2017/07/11/trump-administration-wants-to-boost-value-of-federal-employee-buyouts/>

<http://www.govexec.com/pay-benefits/2017/07/white-house-wants-increase-federal-employee-buyout-payments/139353/>

Thank you,
Holly

To: Flynn, Mike[Flynn.Mike@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]; Hull, George[Hull.George@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]; Corbett, Krysti[Corbett.Krysti@epa.gov]; Reeder, John[Reeder.John@epa.gov]
Cc: Coviello, Nancy[Coviello.Nancy@epa.gov]
From: Sowell, Sarah
Sent: Thur 6/1/2017 6:42:11 PM
Subject: 30-min notice -- The attached mass mailer from the Acting Deputy Administrator will be sent to all agency staff at 3:10 p.m. EDT this afternoon.
Agency's Workforce Shaping through Voluntary Early Retirement and Separation Incentive Payment Authorities (VERA/VSIP)

Please let us know ASAP if there are any changes in the text or schedule.

Many thanks,

Sarah

Sarah N. Sowell, Director, Office of Internal Communications

Office of Public Affaris

*U.S. Environmental Protection Agency / OPA/OIC
William Jefferson Clinton Bldg/North, Room 2502-L / MC 1701-A
1200 Pennsylvania Avenue, NW
Washington, DC 20460*

Tel: 202-564-0145 // Cell: Ex. 6 - Personal Privacy

Message

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 3/6/2017 4:33:40 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Probationary Period

Here is the CFR text regarding probationary periods.

§ 315.803 Agency action during probationary period (general).

(a) The agency shall utilize the probationary period as fully as possible to determine the fitness of the employee and shall terminate his services during this period if he fails to demonstrate fully his qualifications for continued employment.

(b) Termination of an individual serving a probationary period must be taken in accordance with subpart D of part 752 of this chapter if the individual has completed one year of current continuous service under other than a temporary appointment limited to 1 year or less and is not otherwise excluded by the provisions of that subpart.

<https://www.law.cornell.edu/cfr/text/5/315.803>

It talks about qualifications or fitness for the job only. For budgetary or other reductions competitive service probationary period employees are Career Conditional and would be subject to RIF procedures in a reduction. They would generally be the second category after non-permanent/non-status employees.

Let me know if this answers the question.

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coleman, Sam
Sent: Wed 5/31/2017 10:28:53 PM
Subject: Re: V/V Follow up

OK

Samuel Coleman, P. E.,
Deputy Regional Administrator

214.665.2100 Ofc
214.665. 3110 Desk

Ex. 6 - Personal Privacy Cell

Coleman.sam@epa.gov

Sent from my iPhone

On May 31, 2017, at 5:10 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

HI Sam.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

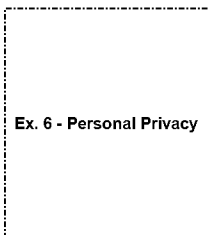
From: Coleman, Sam
Sent: Wednesday, May 31, 2017 12:29 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>; DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: Re: V/V Follow up

Have we considered having an SES process managed out of HQ for consistency?

Samuel Coleman, P. E.,

Deputy Regional Administrator

214.665.2100 Ofc



Desk

Cell

Coleman.sam@epa.gov

Sent from my iPhone

On May 31, 2017, at 10:24 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi Everyone,

Yesterday the question was asked if SES can be included in the pool. I consulted with Mike

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please call if you have questions.



Best,

Donna

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Carter, Rick
Sent: Tue 4/11/2017 9:49:58 PM
Subject: RE: OMB Workforce Reduction CHCOC Update

Hi Donna,

Will do.

Thanks

Rick

Sent from my Windows Phone

From: Vizian, Donna
Sent: 4/11/2017 5:27 PM
To: Helm, Arron; Showman, John; Carter, Rick; Gray, Linda
Subject: OMB Workforce Reduction CHCOC Update

There is a call tomorrow at 2pm on plan going forward. I understand that the plan will be public tomorrow morning. Here is the code: **Ex. 6 - Personal Privacy** They sometimes have problem with the number of lines. John and I will be in the glass room. Rick and Linda, it would be good if you come here. thanks

Message

From: Best-Wong, Benita [Best-Wong.Benita@epa.gov]
Sent: 6/5/2017 5:43:41 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Shapiro, Mike [Shapiro.Mike@epa.gov]
Subject: Re: V/V

Ex. 5 - Deliberative Process

Sent from my iPhone

On Jun 5, 2017, at 1:12 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Thank you. Please confirm.

Ex. 5 - Deliberative Process

On Jun 5, 2017, at 1:12 PM, Shapiro, Mike <Shapiro.Mike@epa.gov> wrote:

No, **Ex. 5 - Deliberative Process** Benita?

Michael Shapiro
Deputy Assistant Administrator
US EPA, Office of Water

On Jun 5, 2017, at 12:42 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi Mike –

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Message

From: Jackson, Ryan [jackson.ryan@epa.gov]
Sent: 8/8/2017 5:12:03 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Flynn, Mike [Flynn.Mike@epa.gov]; Bloom, David [Bloom.David@epa.gov]
Subject: RE: V/V Status

If OPM gives any indication that they may not allow flexibility please let me know. I want to ensure that the 16 can be added and they know that their inclusion is a priority.

Ex. 5 - Deliberative Process

From: Vizian, Donna
Sent: Thursday, August 3, 2017 5:46 PM
To: Jackson, Ryan <jackson.ryan@epa.gov>
Cc: Flynn, Mike <Flynn.Mike@epa.gov>; Bloom, David <Bloom.David@epa.gov>
Subject: V/V Status

Hi Ryan,

Below is the 1st weekly tracking report. We will send these every Thursday. As you can see, my staff have one application still under review. Also, we are waiting to hear from OPM regarding our request for flexibility to live within the overall cap. We will also provide information on offers accepted and separations once we start that part of the process. Also below, OCFO has provided information on how our current on-board count translates into FTE utilization for FY18. This can serve as the basis for messaging going forward. Since FTE utilization is calculated using payroll information, it can be done once a pay period. Please let me know if this works for you.

Thanks
Donna

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Projected FY18 FTE Utilization based on current on-boards as of July 26th:

Current FTE Ceiling:

Difference:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

***Wait List-** More eligible employees than slots available based on the current allotment. If pending flexibility requested of OPM approved this number will reduce significantly.

Message

From: Shapiro, Mike [Shapiro.Mike@epa.gov]
Sent: 6/5/2017 5:12:01 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Best-Wong, Benita [Best-Wong.Benita@epa.gov]
Subject: Re: V/V

No, just one as far as I know. Benita?

Michael Shapiro
Deputy Assistant Administrator
US EPA, Office of Water

On Jun 5, 2017, at 12:42 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi Mike — **Ex. 5 - Deliberative Process**

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coleman, Sam
Sent: Wed 5/10/2017 6:44:23 PM
Subject: RE: V/V

Thx

Samuel Coleman, P.E.

Deputy Regional Administrator

EPA Region 6

coleman.sam@epa.gov

214.665.2100 Ofc

214.665.3110 Direct

Ex. 6 - Personal Privacy

Cell

From: Vizian, Donna
Sent: Wednesday, May 10, 2017 1:42 PM
To: Coleman, Sam <Coleman.Sam@epa.gov>
Subject: RE: V/V

Yes

From: Coleman, Sam
Sent: Wednesday, May 10, 2017 2:18 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: RE: V/V

Yes.

Samuel Coleman, P.E.

Deputy Regional Administrator

EPA Region 6

coleman.sam@epa.gov

214.665.2100 Ofc

214.665.3110 Direct

Ex. 6 - Personal Privacy Cell

From: Vizian, Donna

Sent: Wednesday, May 10, 2017 1:07 PM

To: Coleman, Sam <Coleman.Sam@epa.gov>

Subject: RE: V/V

Hi Sam – Are you asking if you can consider people on detail in your package?

From: Coleman, Sam

Sent: Wednesday, May 10, 2017 12:43 PM

To: Vizian, Donna <Vizian.Donna@epa.gov>

Subject: V/V

Should I account for staff (SES and other) that are on detail in my number of onboards?

Samuel Coleman, P. E.,

Deputy Regional Administrator

214.665.2100 Ofc

214.665. 3110 Desk

Ex. 6 - Personal Privacy Cell

Coleman.sam@epa.gov

Sent from my iPhone

Message

From: Sanders, Amy [Sanders.Amy@epa.gov]
Sent: 3/30/2017 8:08:30 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Newton, Cheryl [Newton.Cheryl@epa.gov]; Helm, Arron [Helm.Arron@epa.gov]
Subject: VERA guide language

Donna,

This is the language I mentioned to Arron earlier in the week from the VERA guide-I was surprised to see this language, as I didn't remember it from the first VERA/VSIP. It seems applicable.



Ex. 5 - Deliberative Process

Thanks,

Amy Sanders
Acting, Assistant Regional Administrator

U.S. EPA, Region 5
Resources Management Division
77 W Jackson Blvd
Chicago, IL 60604
Email: sanders.amy@epa.gov
Office: (312) 353-9196
Office Fax: (312) 353-1517

To: Helm, Arron[Helm.Arron@epa.gov]
Cc: Vizian, Donna[Vizian.Donna@epa.gov]
From: Showman, John
Sent: Fri 3/3/2017 6:26:05 PM
Subject: FW: Performance Data Request
Performance Rtg Dates Levels(v2).xlsx

Arron – Jackie sent me the attached --- SES info has some work needed but I think this provides what is needed to fill in the blanks on the GS employees – thoughts? She's out until 3/13.

From: Shepherd, Jackie
Sent: Friday, March 03, 2017 1:17 PM
To: Showman, John <Showman.John@epa.gov>
Subject: Performance Data Request

Per our discussion, the performance data is attached. It's important to note that some of the data is misleading in that a record displays with a current year (2016) rating only. I believe this is a system error. I think most SES employees only have 2013 ratings, however, when OBIEE displays the rating in the report, it's displayed as a 2016 rating. I'll be troubleshooting this and sharing with the system folks when I return to the office.

Ex. 6 - Personal Privacy I will
be back in the office on March 13th.

Jackie Shepherd
Office of Human Resources
Information Technology Division
Phone: 513-569-7815
Cell: **Ex. 6 - Personal Privacy**
Fax: 513-487-2551

First Wk of Pay Period: 6:30 AM – 4:00 PM daily, off Friday

Second Wk of Pay Period: 6:30 AM – 4:00 PM daily, 6:30 AM -3:00 PM Friday

Message

From: Coleman, Sam [Coleman.Sam@epa.gov]
Sent: 5/10/2017 6:17:38 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: V/V

Yes.

Samuel Coleman, P.E.
Deputy Regional Administrator
EPA Region 6
coleman.sam@epa.gov
214.665.2100 Ofc
214.665.3110 Direct

Ex. 6 - Personal Privacy Cell

From: Vizian, Donna
Sent: Wednesday, May 10, 2017 1:07 PM
To: Coleman, Sam <Coleman.Sam@epa.gov>
Subject: RE: V/V

Hi Sam – Are you asking if you can consider people on detail in your package?

From: Coleman, Sam
Sent: Wednesday, May 10, 2017 12:43 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: V/V

Should I account for staff (SES and other) that are on detail in my number of onboards?

Samuel Coleman, P. E.,
Deputy Regional Administrator

214.665.2100 Ofc
214.665.3110 Desk

Ex. 6 - Personal Privacy Cell

Coleman.sam@epa.gov

Sent from my iPhone

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coleman, Sam
Sent: Wed 5/10/2017 4:43:09 PM
Subject: V/V

Should I account for staff (SES and other) that are on detail in my number of onboards?

Samuel Coleman, P. E.,
Deputy Regional Administrator

214.665.2100 Ofc
214.665. 3110 Desk

Ex. 6 - Personal Privacy Cell

Coleman.sam@epa.gov

Sent from my iPhone

Message

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 3/30/2017 5:05:36 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: VERA and Furlough

Mark was not aware of the new VERA/VSIP language that sounded more flexible – he said he will run it through his policy folks for interpretation and they would get me a written response.

His staff will also get me a response on the Furlough question.

Arron E. Helm
Director
Office of Administration and Resources Management
Research Triangle Park
(919) 541-4252



CONFIDENTIALITY: This communication may contain privileged or other confidential information. If you are not the intended addressee, or believe you have received this communication in error, you may neither copy, disseminate, nor distribute it to anyone else or use it in any unauthorized manner; to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately by using the reply facility in your mail software and delete it from your computer. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

Message

From: Gantt, Melissa [Gantt.Melissa@epa.gov]
Sent: 6/13/2017 9:02:44 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Meeting - VERA/VSIP

Requested meeting scheduled.

v/r

Melissa

Message

From: Flynn, Mike [Flynn.Mike@epa.gov]
Sent: 7/31/2017 2:04:29 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Bloom, David [Bloom.David@epa.gov]
Subject: check in

Hi Donna and David,
Welcome back!

I'd like to get together with the two of you sometime over the next couple days to catch up on V/V/hiring/budget. I had a couple exchanges with Ryan late last week about FTE that I'd like to share with you. Will set up a time.

Mike

Message

From: Jackson, Ryan [jackson.ryan@epa.gov]
Sent: 8/8/2017 12:12:44 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Flynn, Mike [Flynn.Mike@epa.gov]; Bloom, David [Bloom.David@epa.gov]
Subject: RE: V/V Status

So really there's no way under this V/V to reach a 14,500 FTE point? I am surprised our FTE level is 15,400.

From: Vizian, Donna
Sent: Thursday, August 3, 2017 5:46 PM
To: Jackson, Ryan <jackson.ryan@epa.gov>
Cc: Flynn, Mike <Flynn.Mike@epa.gov>; Bloom, David <Bloom.David@epa.gov>
Subject: V/V Status

Hi Ryan,

Below is the 1st weekly tracking report. We will send these every Thursday. As you can see, my staff have one application still under review. Also, we are waiting to hear from OPM regarding our request for flexibility to live within the overall cap. We will also provide information on offers accepted and separations once we start that part of the process. Also below, OCFO has provided information on how our current on-board count translates into FTE utilization for FY18. This can serve as the basis for messaging going forward. Since FTE utilization is calculated using payroll information, it can be done once a pay period. Please let me know if this works for you.

Thanks
Donna

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Projected FY18 FTE Utilization based on current on-boards as of July 26th:

Ex. 5 - Deliberative Process

Current FTE Ceiling:

Ex. 5 - Deliberative Process

Difference:

Ex. 5 - Deliberative Process

***Wait List-** More eligible employees than slots available based on the current allotment. If pending flexibility requested of OPM approved this number will reduce significantly.

Message

From: Flynn, Mike [Flynn.Mike@epa.gov]
Sent: 5/19/2017 8:48:54 AM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Re: V/V

Yes agree

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564-4711

> On May 18, 2017, at 10:17 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

>

> Hi Mike. I don't have all office submittals yet, but I think we should get on Ryan's calendar next week. Sound ok? Me you David and holly?

Message

From: McIlwain, Serena [McIlwain.Serena@epa.gov]
Sent: 5/9/2017 11:35:52 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Potential V/V Themes

Nor did I...

From: Vizian, Donna
Sent: Tuesday, May 09, 2017 3:49 PM
To: Heard, Anne <Heard.Anne@epa.gov>; 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Potential V/V Themes

Hi Anne – I apologize for the delay. R9 is the only regional submission. I did not read it as a submission on behalf of the regions.

Have a good evening.
Donna

From: Heard, Anne
Sent: Tuesday, May 09, 2017 9:48 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>; 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Potential V/V Themes

Donna,

On the chart below does R9 represent a compilation of all regions? Thank you for sharing. VAH

From: Vizian, Donna
Sent: Monday, May 8, 2017 6:27 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Potential V/V Themes

Hi Everyone – hot off the press, attached are the proposals send in by each office. Also, below is a summary.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Message

From: Nishida, Jane [Nishida.Jane@epa.gov]
Sent: 5/9/2017 7:13:43 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Potential V/V Themes

Great, thanks.

From: Vizian, Donna
Sent: Tuesday, May 09, 2017 3:04 PM
To: Nishida, Jane <Nishida.Jane@epa.gov>
Subject: RE: Potential V/V Themes

Yes, I think that is fine

From: Nishida, Jane
Sent: Tuesday, May 09, 2017 2:54 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: RE: Potential V/V Themes

Donna,

I have a conflict tomorrow – can I send Katrina Cherry, OITA’s Office Director for personnel and budget management issues to the First Assistant meeting? Katrina is one who put our V/V package together.

Thanks,

Jane

From: Vizian, Donna
Sent: Monday, May 08, 2017 6:27 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Potential V/V Themes

Hi Everyone – hot off the press, attached are the proposals send in by each office. Also, below is a summary.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Cooper, Marian
Sent: Mon 4/24/2017 3:55:32 PM
Subject: RE: Office Director Discussion

Your EO discussion is at 10:30 am

Marian Pechmann Cooper

Chief of Staff

Office of Administration and Resources Management

William Jefferson Clinton Federal Building-NORTH (3330)

Washington, DC 20460

office number -- 202 564-0620

office fax -- 202 564-0233



From: Vizian, Donna
Sent: Monday, April 24, 2017 11:52 AM
To: Cooper, Marian <Cooper.Marian@epa.gov>
Subject: FW: Office Director Discussion

Why couldn't we move this to Wed morning?

From: Polk, Denise
Sent: Thursday, April 20, 2017 3:18 PM
To: Wheeler, Kimberly <Wheeler.Kimberly@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>

Cc: Neal, Kerry <neal.kerry@epa.gov>
Subject: Re: Office Director Discussion

Is it possible to move this meeting to Wednesday of next week? Kerry and I need time to review information and it's not enough time to meet and discuss before this time. Also, the GMO Meeting is this week and the sessions will not end until tomorrow afternoon, which doesn't leave us much time to discuss. Additionally, I'm committed to speak at the NACE Program Tuesday morning starting at 11am.

Thanks in advance for your consideration of my request.

Denise A. Polk, Director

Office of Grants and Debarment (OGD)

U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Mail Stop: 3901R
Washington, DC 20460

(202) 564-5306 (Phone)

Ex. 6 - Personal Privacy (Cell)

Email: Polk.Denise@epa.gov

On Apr 20, 2017, at 3:03 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Purpose: Follow-up discussion from the Office Directors meeting on 4/20 to have a 3 hour meeting on VERA/VSIP.

<meeting.ics>

Message

From: Flynn, Mike [Flynn.Mike@epa.gov]
Sent: 7/19/2017 2:45:05 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Bloom, David [Bloom.David@epa.gov]; Robbins, Chris [Robbins.Chris@epa.gov]
Subject: Re: Science and the V/V

Two thoughts:

Ex. 5 - Deliberative Process

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564- 4711

Sent from my iPhone

On Jul 19, 2017, at 10:33 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Chris provided some language that I tweaked a bit. What do you think?

Ex. 5 - Deliberative Process

Message

From: Robbins, Chris [Robbins.Chris@epa.gov]
Sent: 6/6/2017 10:50:20 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Re: Decision on including SES in the V/V

Thanks, Donna. Totally understand. We're u able to confirm our earlier convo with opm? Thx

Sent from my iPhone

On Jun 6, 2017, at 5:35 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi – I am sending to a small group, since you are the only offices that included SES in their business case. **Ex. 5 - Deliberative Process** We likely do a comprehensive look at the SES over the next few months. Please let me know if you have any questions.

Thanks
Donna

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coleman, Sam
Sent: Thur 5/18/2017 5:51:37 PM
Subject: V/V Table
Copy of Region 6 summary VERA VSIP Major Themes (2).xlsx

Attached are Region 6's estimates of the number of V/V offers we would accept by theme and appropriation. If you have any questions please contact me or James McDonald.

Samuel Coleman, P.E.

Deputy Regional Administrator

EPA Region 6

coleman.sam@epa.gov

214.665.2100 Ofc

214.665.3110 Direct

Ex. 6 - Personal Privacy Cell

Message

From: Nishida, Jane [Nishida.Jane@epa.gov]
Sent: 5/9/2017 6:53:47 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Potential V/V Themes

Donna,

I have a conflict tomorrow – can I send Katrina Cherry, OITA's Office Director for personnel and budget management issues to the First Assistant meeting? Katrina is one who put our V/V package together.

Thanks,

Jane

From: Vizian, Donna
Sent: Monday, May 08, 2017 6:27 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Potential V/V Themes

Hi Everyone – hot off the press, attached are the proposals send in by each office. Also, below is a summary.

Ex. 5 - Deliberative Process

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Peabody, Hitch
Sent: Mon 6/5/2017 11:54:29 AM
Subject: FW: V/V question

Donna

OCSP is no longer considering V/V for SES in their plan.

Hitch

From: Cunningham-HQ, Barbara
Sent: Thursday, June 01, 2017 5:23 PM
To: Peabody, Hitch <Peabody.Hitch@epa.gov>
Subject: RE: V/V question

Thanks, Hitch. OCSP is withdrawing the SES positions from consideration. I really appreciated your willingness to connect so quickly on this.

Barbara

Barbara A. Cunningham

Deputy Office Director for Management and Pollution Prevention

Office of Pollution Prevention and Toxics

U.S. Environmental Protection Agency

202-564-3810

From: Peabody, Hitch
Sent: Thursday, June 01, 2017 3:10 PM
To: Cunningham-HQ, Barbara <Cunningham-HQ.Barbara@epa.gov>
Subject: RE: V/V question

Barbara

I talked to Donna, who understands your question, but says she needs to understand which two positions would be affected before she can say whether authority to hire would be easy or hard. In short, she needs more information about your plan.

Hitch

From: Peabody, Hitch
Sent: Thursday, June 01, 2017 1:11 PM
To: Cunningham-HQ, Barbara <Cunningham-HQ.Barbara@epa.gov>
Subject: V/V question

Barbara

I have not forgotten your request for an email follow-up to our conversation this morning. I've talked over the question with a couple of others in HR, and we're thinking this is really not a process question (how does V/V work?) but rather a policy question (if we agree to target to slots, can we hire two more SES into the vacancies?). And that's really a question Donna Vizian needs to answer.

I have a meeting with her at 2:00 this afternoon on a different subject, and will bring this up to her then.

Hitch

Hitch Peabody

Acting Director, Executive Resources Division

Office of Human Resources | OARM | EPA
202.564.8596 desk Ex. 6 - Personal Privacy cell

Message

From: Minoli, Kevin [Minoli.Kevin@epa.gov]
Sent: 5/9/2017 5:56:21 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Packard, Elise [Packard.Elise@epa.gov]
Subject: RE: Potential V/V Themes

Hi Donna-

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process Thanks, Kevin

Kevin S. Minoli
Acting General Counsel
Office of General Counsel
US Environmental Protection Agency
Main Office Line: 202-564-8040

From: Vizian, Donna
Sent: Monday, May 08, 2017 6:27 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Potential V/V Themes

Hi Everyone – hot off the press, attached are the proposals send in by each office. Also, below is a summary.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Message

From: Walsh, Ed [Walsh.Ed@epa.gov]
Sent: 6/13/2017 1:31:13 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Richardson, RobinH [Richardson.RobinH@epa.gov]
Subject: Vera VSIP

Hi Donna/ Robin.

Ex. 5 - Deliberative Process

Thanks

Ed

Message

From: Cooper, Marian [Cooper.Marian@epa.gov]
Sent: 6/12/2017 3:17:59 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: the V/V memo is with Debbi

Marian Pechmann Cooper
Chief of Staff
Office of Administration and Resources Management
William Jefferson Clinton Federal Building-NORTH (3330)
Washington, DC 20460
office number -- 202 564-0620
office fax -- 202 564-0233



To: Vizian, Donna[Vizian.Donna@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]
From: Corbett, Krysti
Sent: Wed 5/31/2017 3:16:28 PM
Subject: RE: V/V Information

Here's the recommended response:

Ex. 5 - Deliberative Process

Krysti Corbett

Director

Labor and Employee Relations Division

Desk Phone: (202) 564-6295

Mobile: **Ex. 6 - Personal Privacy**

corbett.krysti@epa.gov

From: Vizian, Donna
Sent: Wednesday, May 31, 2017 11:11 AM
To: Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Subject: FW: V/V Information

Please see question on Unions below. Can you draft an answer for me please. Thank you!

From: Brincks, Mike
Sent: Wednesday, May 31, 2017 11:10 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Krehbiel, Ben <Krehbiel.Ben@epa.gov>; Kohler, Carla <Kohler.Carla@epa.gov>

Subject: FW: V/V Information

Hi Donna & Loretta,

We have no comments on the selection criteria – looks same/similar to last time around.

Ex. 5 - Deliberative Process

Thanks



Mike Brincks

Assistant Regional Administrator

Office of Policy & Management

US Environmental Protection Agency, Region 7

11201 Renner Boulevard

Lenexa, KS 66219

Office: 913-551-7799

brincks.mike@epa.gov

From: Vizian, Donna

Sent: Tuesday, May 30, 2017 5:12 PM

To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>

Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>

Subject: V/V Information

Hi Everyone,

As a follow up to our conversation this afternoon, attached is the draft timeline.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Best, Donna

Selection Criteria:

Ex. 5 - Deliberative Process

Message

From: Gray, David [gray.david@epa.gov]
Sent: 6/20/2017 12:57:04 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: V/V communications

Thank you Donna. Very helpful. We are planning an All Hands for Thursday afternoon.
David

From: Vizian, Donna
Sent: Tuesday, June 20, 2017 7:55 AM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>; Braxton, Marilyn <Braxton.Marilyn@epa.gov>; Butler, Lorraine <Butler.Lorraine@epa.gov>; Carter, Pamela <Carter.Pamela@epa.gov>; Cherry, Katrina <Cherry.Katrina@epa.gov>; Cunningham, Dennis <Cunningham.Dennis@epa.gov>; Datcher, Dawn <Datcher.Dawn@epa.gov>; Erickson, Amber <Erickson.Amber@epa.gov>; Feeley, James <Feeley.James@epa.gov>; Freggens, Barbara <Freggens.Barbara@epa.gov>; Graf, Kate <Graf.Kate@epa.gov>; Gutshall, Renee <Gutshall.Renee@epa.gov>; Jablonski, Janice <jablonski.janice@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Lattimore, Kraig <lattimore.kraig@epa.gov>; Lee, Terry <lee.terry@epa.gov>; Lemley, Lauren <Lemley.Lauren@epa.gov>; Lesperance, Twanna <Lesperance.Twanna@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; McKnight, Giovanna <McKnight.Giovanna@epa.gov>; Miles, Ramona <Miles.Ramona@epa.gov>; Milton, Laura <Milton.Laura@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>; Ocampo, William <Ocampo.William@epa.gov>; Porter, Lamar <Porter.Lamar@epa.gov>; Smith, Susan <Smith.Susan@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; Stevens, Robert <Stevens.Robert@epa.gov>; Torrez, Alfredo <Torrez.Alfredo@epa.gov>; Vaughan, Pat <Vaughan.Pat@epa.gov>; RHRO <RHRO@epa.gov>
Subject: V/V communications

Hi Everyone,

We received the green light to move forward. Here is the current plan.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thank you for your patience. Please call if you have questions.

Donna

Message

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 3/28/2017 6:08:48 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Re: grade levels

Ex. 5 - Deliberative Process

Sent from my iPhone

On Mar 28, 2017, at 2:07 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Ex. 5 - Deliberative Process

On Mar 28, 2017, at 2:07 PM, Helm, Arron <Helm.Arron@epa.gov> wrote:

Ex. 5 - Deliberative Process

Sent from my iPhone

On Mar 28, 2017, at 2:06 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Ex. 5 - Deliberative Process

On Mar 28, 2017, at 2:00 PM, Helm, Arron <Helm.Arron@epa.gov> wrote:

Ex. 5 - Deliberative Process

<image002.png>

Message

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 3/28/2017 5:29:13 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: V/V

Yes, that is what I use.

From: Vizian, Donna
Sent: Tuesday, March 28, 2017 1:29 PM
To: Helm, Arron <Helm.Arron@epa.gov>
Subject: RE: V/V

Ex. 5 - Deliberative Process

From: Helm, Arron
Sent: Tuesday, March 28, 2017 1:19 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: V/V

Update with 5 Weeks

Ex. 5 - Deliberative Process

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Polk, Denise
Sent: Tue 4/18/2017 1:41:36 AM
Subject: Re: Sorry

No worries, I understand. Thanks so much for taking the time to discuss with me. I appreciate the guidance. I will meet with the managers at 8:15am. Thanks and have a great evening!

Denise A. Polk, Director

Office of Grants and Debarment (OGD)

U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Mail Stop: 3901R
Washington, DC 20460

(202) 564-5306 (Phone)

Ex. 6 - Personal Privacy (Cell)

Email: Polk.Denise@epa.gov

On Apr 17, 2017, at 8:58 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

If we need to talk more call me first thing. But I think the plan we talked about is fine.

Ex. 5 - Deliberative Process

Donna will have more in a few days when she gets back from travel.

Message

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 3/28/2017 5:18:47 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: V/V

Update with 5 Weeks

Ex. 5 - Deliberative Process

Message

From: Flynn, Mike [Flynn.Mike@epa.gov]
Sent: 5/31/2017 2:07:15 AM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Re: Including SES in the V/V

Ex. 5 - Deliberative Process

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564-4711

On May 30, 2017, at 6:14 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi – thinking about this

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please let

me know what you think.

Message

From: Bloom, David [Bloom.David@epa.gov]
Sent: 8/3/2017 8:45:44 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: V/V Status

Donna,
I am fine with it. David

From: Vizian, Donna
Sent: Thursday, August 03, 2017 4:44 PM
To: Bloom, David <Bloom.David@epa.gov>
Subject: V/V Status

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Message

From: Reinhold, Mark D [Mark.Reinhold@opm.gov]
Sent: 3/17/2017 2:01:36 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Do you have some time Monday to talk? [WARNING: DKIM validation failed]

Hi Donna -- 2pm would work. Do you want me to send out a conference line -- I'd like to loop in a couple of folks from my team.

Mark

From: Vizian, Donna [mailto:Vizian.Donna@epa.gov]
Sent: Thursday, March 16, 2017 5:42 PM
To: Reinhold, Mark D
Subject: Do you have some time Monday to talk?

Hi Mark,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I would like to understand how we can develop a business case that can give us the most flexibility. Is there any chance we can talk Monday before 10? If not any time after 2:00? thanks

Message

From: Mccabe, Catherine [McCabe.Catherine@epa.gov]
Sent: 5/25/2017 6:53:22 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Update on V/V

Donna –

Ex. 5 - Deliberative Process

From: Vizian, Donna
Sent: Thursday, May 25, 2017 2:40 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>
Subject: Update on V/V

Hi Everyone,

We received the green light to move forward. Thanks to those offices that sent in their packages. Please keep them coming. We are working on an announcement of the decision to staff, early communication, engaging the unions, a timeline and funding considerations. We will have an update on Tuesday at our noon meeting.

Enjoy the long weekend.

Donna

Message

From: Bell, Matthew [Bell.Matthew@epa.gov]
Sent: 5/30/2017 7:29:20 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: EO workgroup info
Attachments: Reform Plan Brainstorm Notes 5.24.17.docx; EO implementation track.xlsx

Below is the link to the EO Share Point site. I included on the site the notes from the other day, along with the excel "gantt" chart. I'm also attaching for quick reference.

Ex. 5 - Deliberative Process

Please

share once you're ready. As a reminder, there is some text in red that I needed clarity on (either an example or explanation).

https://usepa-my.sharepoint.com/personal/bell_matthew_epa_gov/Documents/EO%20Discussion%20Workgroup

To: Vizian, Donna[Vizian.Donna@epa.gov]; Helm, Arron[Helm.Arron@epa.gov]
From: Smith, Kathryn
Sent: Mon 4/17/2017 8:31:01 PM
Subject: RE: Probationary Employees

You're very welcome, please let me know if I can provide any additional assistance.

Sincerely,

Kathryn

Kathryn Smith

Labor and Employee Relations Specialist

U.S. Environmental Protection Agency

Office: (919) 541-4216

Cell:

Ex. 6 - Personal Privacy

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From: Vizian, Donna
Sent: Monday, April 17, 2017 4:30 PM
To: Smith, Kathryn <Smith.Kathryn@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>
Subject: RE: Probationary Employees

Perfect. Thank you

From: Smith, Kathryn

Sent: Monday, April 17, 2017 4:01 PM

To: Vizian, Donna <Vizian.Donna@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>

Subject: RE: Probationary Employees

Hi Donna,

That makes sense,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

The following is from the regulation that covers Title 5 (civil service employees):

§ 315.803 Agency action during probationary period (general).

(a) The agency shall utilize the probationary period as fully as possible to determine the fitness of the employee and shall terminate his services during this period if he fails to demonstrate fully his qualifications for continued employment.

(b) Termination of an individual serving a probationary period must be taken in accordance with subpart D of part 752 of this chapter if the individual has completed one year of current continuous service under other than a temporary appointment limited to 1 year or less and is not otherwise excluded by the provisions of that subpart.

These regulations speak to removal based on qualifications or fitness for the job only. Reductions due to budgetary reasons of competitive service probationary period employees (Career Conditional) would be subject to RIF procedures, as required in the section below. These employees would generally be the second category after non-permanent/non-status employees.

§ 351 Reduction In Force

5 CFR 351.201 (a)(2) *Each agency shall follow this part when it releases a competing employee from his or her competitive level by furlough for more than 30 days, separation, demotion, or reassignment requiring displacement, when the release is required because of lack of work; shortage of funds; insufficient personnel ceiling; reorganization; the exercise of reemployment rights or restoration rights; or reclassification of an employee's position due to erosion of duties when such action will take effect after an agency has formally announced a reduction in force in the employee's competitive area and when the reduction in force will take effect within 180 days.*

Something to note: employees terminated during the probationary period have limited appeal rights to the MSPB. They may appeal to the Board if they believe their termination was based on (a) partisan political reasons, or (b) marital status. They may also appeal the termination based on discrimination because of race, color, religion, sex, national origin, age, or physical or mental disability, but only if the allegation of such discrimination is raised in addition to (a) or (b) mentioned above.

Sincerely,

Kathryn

Kathryn Smith

Labor and Employee Relations Specialist

U.S. Environmental Protection Agency

Office: (919) 541-4216

Cell

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to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately and delete it. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

From: Vizian, Donna

Sent: Monday, April 17, 2017 3:10 PM

To: Helm, Arron <Helm.Arron@epa.gov>; Smith, Kathryn <Smith.Kathryn@epa.gov>

Subject: Probationary Employees

Ex. 5 - Deliberative Process

The following is from the regulation that covers Title 5 (civil service employees):

§ 315.803 Agency action during probationary period (general).

(a) The agency shall utilize the probationary period as fully as possible to determine the fitness of the employee and shall terminate his services during this period if he fails to demonstrate fully his qualifications for continued employment.

(b) Termination of an individual serving a probationary period must be taken in accordance with subpart D of part 752 of this chapter if the individual has completed one year of current continuous service under other than a temporary appointment limited to 1 year or less and is not otherwise excluded by the provisions of that subpart.

The regulations speak to qualifications or fitness for the job only. Reductions due to budgetary reasons of competitive service probationary period employees (Career Conditional) would be subject to RIF procedures in such a reduction. These employees would generally be the second category after non-permanent/non-status employees.

Something to note: employees terminated during the probationary period have limited appeal rights to the MSPB. They may appeal to the Board if they believe their termination was based on (a) partisan political reasons, or (b) marital status. They may

also appeal the termination based on discrimination because of race, color, religion, sex, national origin, age, or physical or mental disability, but only if the allegation of such discrimination is raised in addition to (a) or (b) mentioned above.

To: Vizian, Donna[Vizian.Donna@epa.gov]; Helm, Arron[Helm.Arron@epa.gov]
From: Smith, Kathryn
Sent: Mon 4/17/2017 8:01:20 PM
Subject: RE: Probationary Employees

Hi Donna,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

The following is from the regulation that covers Title 5 (civil service employees):

§ 315.803 Agency action during probationary period (general).

(a) The agency shall utilize the probationary period as fully as possible to determine the fitness of the employee and shall terminate his services during this period if he fails to demonstrate fully his qualifications for continued employment.

(b) Termination of an individual serving a probationary period must be taken in accordance with subpart D of part 752 of this chapter if the individual has completed one year of current continuous service under other than a temporary appointment limited to 1 year or less and is not otherwise excluded by the provisions of that subpart.

These regulations speak to removal based on qualifications or fitness for the job only. Reductions due to budgetary reasons of competitive service probationary period employees (Career Conditional) would be subject to RIF procedures, as required in the section below. These employees would generally be the second category after non-permanent/non-status employees.

§ 351 Reduction In Force

5 CFR 351.201 (a)(2) *Each agency shall follow this part when it releases a competing employee from his or her competitive level by furlough for more than 30 days, separation, demotion, or reassignment requiring displacement, when the release is required because of lack of work; shortage of funds; insufficient personnel ceiling; reorganization; the exercise of reemployment rights or restoration rights; or reclassification of an employee's position due to erosion of duties when such action will take effect after an agency has formally announced a reduction in force in the employee's competitive area and when the reduction in force will take effect within 180 days.*

Something to note: employees terminated during the probationary period have limited appeal rights to the MSPB. They may appeal to the Board if they believe their termination was based on (a) partisan political reasons, or (b) marital status. They may also appeal the termination based on discrimination because of race, color, religion, sex, national origin, age, or physical or mental disability, but only if the allegation of such discrimination is raised in addition to (a) or (b) mentioned above.

Sincerely,

Kathryn

Kathryn Smith

Labor and Employee Relations Specialist

U.S. Environmental Protection Agency

Office: (919) 541-4216

Cell:

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immediately and delete it. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

From: Vizian, Donna

Sent: Monday, April 17, 2017 3:10 PM

To: Helm, Arron <Helm.Arron@epa.gov>; Smith, Kathryn <Smith.Kathryn@epa.gov>

Subject: Probationary Employees

Ex. 5 - Deliberative Process

The following is from the regulation that covers Title 5 (civil service employees):

§ 315.803 Agency action during probationary period (general).

(a) The agency shall utilize the probationary period as fully as possible to determine the fitness of the employee and shall terminate his services during this period if he fails to demonstrate fully his qualifications for continued employment.

(b) Termination of an individual serving a probationary period must be taken in accordance with subpart D of part 752 of this chapter if the individual has completed one year of current continuous service under other than a temporary appointment limited to 1 year or less and is not otherwise excluded by the provisions of that subpart.

The regulations speak to qualifications or fitness for the job only. Reductions due to budgetary reasons of competitive service probationary period employees (Career Conditional) would be subject to RIF procedures in such a reduction. These employees would generally be the second category after non-permanent/non-status employees.

Something to note: employees terminated during the probationary period have limited appeal rights to the MSPB. They may appeal to the Board if they believe their termination was based on (a) partisan political reasons, or (b) marital status. They may

also appeal the termination based on discrimination because of race, color, religion, sex, national origin, age, or physical or mental disability, but only if the allegation of such discrimination is raised in addition to (a) or (b) mentioned above.

Message

From: Brennan, Thomas [Brennan.Thomas@epa.gov]
Sent: 6/6/2017 2:47:23 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Freeze of Targeted V/V Positions

Hi Donna,

Ex. 5 - Deliberative Process

Thanks,

Tom

From: Vizian, Donna
Sent: Tuesday, June 06, 2017 10:39 AM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>; ARA <ARA@epa.gov>; DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Freeze of Targeted V/V Positions

OPM's VERA guidance requires that VERA eligible employees serve in a position for a minimum time specified by OPM (usually 30 days prior to the date of the agency request).

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Message

From: Simon, Nigel [Simon.Nigel@epa.gov]
Sent: 7/19/2017 8:25:41 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Breen, Barry [Breen.Barry@epa.gov]; Brooks, Becky [Brooks.Becky@epa.gov]; Smith, Susan [Smith.Susan@epa.gov]; Flynn, Mike [Flynn.Mike@epa.gov]
Subject: Re: Checking in - I am sending Ryan some information shortly

Thanks Donna.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Nigel

Sent from my iPhone

On Jul 19, 2017, at 4:05 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Thanks Nigel

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

On Jul 19, 2017, at 3:59 PM, Simon, Nigel <Simon.Nigel@epa.gov> wrote:

Ex. 5 - Deliberative Process

Nigel

Sent from my iPhone

On Jul 19, 2017, at 3:48 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Ex. 5 - Deliberative Process

On Jul 19, 2017, at 3:34 PM, Breen, Barry <Breen.Barry@epa.gov> wrote:

Nigel and I put our heads together and we think the answer to your question is:

Ex. 5 - Deliberative Process

On Jul 19, 2017, at 3:21 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Thanks Barry. I am not sure I see how this sentence fits

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

From: Breen, Barry
Sent: Wednesday, July 19, 2017 1:28 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Brooks, Becky <Brooks.Becky@epa.gov>; Simon, Nigel <Simon.Nigel@epa.gov>; Smith, Susan <Smith.Susan@epa.gov>
Subject: Re: Checking in - I am sending Ryan some information shortly

Thank you. Here is our write-up we wrote this morning.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

On Jul 19, 2017, at 1:08 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Barry – I do not have anything about OLEM

From: Breen, Barry
Sent: Wednesday, July 19, 2017 1:06 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Brooks, Becky <Brooks.Becky@epa.gov>; Simon,

Nigel <Simon.Nigel@epa.gov>; Smith, Susan
<Smith.Susan@epa.gov>

Subject: RE: Checking in - I am sending Ryan some
information shortly

Thank you. We are working on the write-up. Can you
send us what you have pulled together already about
OLEM?

From: Vizian, Donna

Sent: Wednesday, July 19, 2017 1:02 PM

To: Breen, Barry <Breen.Barry@epa.gov>

Subject: Checking in - I am sending Ryan some
information shortly

Message

From: Wheeler, Kimberly [Wheeler.Kimberly@epa.gov]
Sent: 7/19/2017 2:56:53 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Mike's mass mailer

Dear Colleagues,

Ex. 5 - Deliberative Process

Mike Flynn
Acting Deputy Administrator

-----Original Message-----

From: Vizian, Donna
Sent: Wednesday, July 19, 2017 10:51 AM
To: Wheeler, Kimberly <Wheeler.Kimberly@epa.gov>
Subject: Mike's mass mailer

Kim in the 1st paragraph can you delete the worlds **Ex. 5 - Deliberative Process** and email it to me please.

Message

From: Greaves, Holly [greaves.holly@epa.gov]
Sent: 7/18/2017 3:10:24 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: V/V paper

Thank you so much! And to confirm –

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

From: Vizian, Donna
Sent: Tuesday, July 18, 2017 11:06 AM
To: Greaves, Holly <greaves.holly@epa.gov>
Subject: V/V paper

Hi Holly,

Here are our suggestions. I attached two files. One clean and one that shows the changes.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

I would bet Carol Terris could. Please let me know if you have any questions.

Thanks
Donna

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coomber, Robert
Sent: Tue 7/11/2017 4:52:03 PM
Subject: RE: Revised VERA/VSIP Schedule!!!!!!!!!!

I don't see a problem

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: **Ex. 6 - Personal Privacy**

coomber.robert@epa.gov

From: Vizian, Donna
Sent: Tuesday, July 11, 2017 12:48 PM
To: Coomber, Robert <coomber.robert@epa.gov>
Subject: Re: Revised VERA/VSIP Schedule!!!!!!!!!!

Got a question about mailing a hard copy to someone who is not in the office and not on email is that ok?

On Jul 11, 2017, at 9:40 AM, Coomber, Robert <coomber.robert@epa.gov> wrote:

I've been emailing with Cheryl. We are required to tell the unions before or at the same time as we tell employees. Otherwise we are arguably "direct dealing" with employees and "bypassing" the unions, which could be unfair labor practices.

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: **Ex. 6 - Personal Privacy**

coomber.robert@epa.gov

From: Vizian, Donna
Sent: Tuesday, July 11, 2017 9:39 AM
To: Coomber, Robert <coomber.robert@epa.gov>
Subject: Re: Revised VERA/VSIP Schedule!!!!!!!!!!

So there is a concern out there that the unions have the list and employees don't know yet. I would assume there is nothing we can do about that

On Jul 11, 2017, at 9:03 AM, Coomber, Robert <coomber.robert@epa.gov> wrote:

Yes, I did, and yes, I will share.

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

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coomber.robert@epa.gov

From: Vizian, Donna
Sent: Tuesday, July 11, 2017 8:41 AM
To: Coomber, Robert <coomber.robert@epa.gov>
Subject: FW: Revised VERA/VSIP Schedule!!!!!!!!!!

Bb, can you share with the LER community what you sent to the Unions? Did they get

the list of positions?

From: Newton, Cheryl
Sent: Tuesday, July 11, 2017 8:39 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: RE: Revised VERA/VSIP Schedule!!!!!!!!!!

Thanks Donna – Can you tell us what was shared with the Union? For example, is the Agency's package now posted on-line somewhere? I tried searching but couldn't find anything. I'm sure our Union president will want to see our package/list of positions, and I am a bit uncomfortable he would have the list (some of which will clearly be unique positions and thus people) ahead of the actual emails to the employees.

Hope all is well otherwise and you are finding time to enjoy the summer; can't believe the days are already getting shorter☺

From: Vizian, Donna
Sent: Monday, July 10, 2017 5:02 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>;
2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA
<ARA@epa.gov>
Subject: FW: Revised VERA/VSIP Schedule!!!!!!!!!!
Importance: High

Hi Everyone, we needed to move the notification date by a day to accommodate union negotiations. Please see below. thanks

From: Hunt, Loretta
Sent: Monday, July 10, 2017 5:58 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John
<Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley
<Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary
<parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>
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Importance: High

HR Community,

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VERA/VSIP Application Window Open	7/13/17-7/26/17

As you can see, the V/V window will now open **7/13/17** and the notices (general and targeted) should be sent the morning of **7/13/17**.

The updated schedule is attached. If you have any questions, please contact me or:

•■■■■■■■■■ Debbi Hart at hart.debbi@epa.gov or (202) 564-2011

•■■■■■■■■■ Marvin Schulman at schulman.marvin@epa.gov or (202) 564-7778

Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

Message

From: Newton, Cheryl [Newton.Cheryl@epa.gov]
Sent: 7/11/2017 1:47:41 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Revised VERA/VSIP Schedule!!!!!!!!!!

Yes, he is very helpful, so I'm getting what I need. Thanks!

From: Vizian, Donna
Sent: Tuesday, July 11, 2017 8:47 AM
To: Newton, Cheryl <Newton.Cheryl@epa.gov>
Subject: Re: Revised VERA/VSIP Schedule!!!!!!!!!!

I understand you have been communicating with Bob. I am off to OPM. I Think we need to stick our current plan

On Jul 11, 2017, at 8:39 AM, Newton, Cheryl <Newton.Cheryl@epa.gov> wrote:

Thanks Donna – Can you tell us what was shared with the Union? For example, is the Agency's package now posted on-line somewhere? I tried searching but couldn't find anything. I'm sure our Union president will want to see our package/lust of positions, and I am a bit uncomfortable he would have the list (some of which will clearly be unique positions and thus people) ahead of the actual emails to the employees.

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Importance: High

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- Debbi Hart at hart.debbi@epa.gov or (202) 564-2011
- Marvin Schulman at schulman.marvin@epa.gov or (202) 564-7778

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coomber, Robert
Sent: Tue 7/11/2017 1:40:04 PM
Subject: RE: Revised VERA/VSIP Schedule!!!!!!!!!!

I've been emailing with Cheryl. We are required to tell the unions before or at the same time as we tell employees. Otherwise we are arguably "direct dealing" with employees and "bypassing" the unions, which could be unfair labor practices.

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

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coomber.robert@epa.gov

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Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coomber, Robert
Sent: Tue 7/11/2017 1:03:43 PM
Subject: RE: Revised VERA/VSIP Schedule!!!!!!!!!!

Yes, I did, and yes, I will share.

Robert D. Coomber

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7/12/17

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Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

Message

From: Newton, Cheryl [Newton.Cheryl@epa.gov]
Sent: 7/11/2017 12:39:12 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Revised VERA/VSIP Schedule!!!!!!!!!!

Thanks Donna – Can you tell us what was shared with the Union? For example, is the Agency's package now posted on-line somewhere? I tried searching but couldn't find anything. I'm sure our Union president will want to see our package/list of positions, and I am a bit uncomfortable he would have the list (some of which will clearly be unique positions and thus people) ahead of the actual emails to the employees.

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Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Coleman, Sam
Sent: Mon 7/10/2017 10:02:58 PM
Subject: RE: Revised VERA/VSIP Schedule!!!!!!!!!!

Thanks

Samuel Coleman, P.E.

Deputy Regional Administrator

EPA Region 6

coleman.sam@epa.gov

214.665.2100 Ofc

214.665.3110 Direct

Ex. 6 - Personal Privacy Cell

From: Vizian, Donna
Sent: Monday, July 10, 2017 5:02 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>
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Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

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Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

Message

From: Rodrigues, Cecil [rodrigues.cecil@epa.gov]
Sent: 7/12/2017 4:42:04 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: URGENT: Latest Information on VERA/VSIP Notifications,

Message sent to all employees.

From: Vizian, Donna
Sent: Wednesday, July 12, 2017 11:51 AM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>
Subject: FW: URGENT: Latest Information on VERA/VSIP Notifications,
Importance: High

FYI

From: Hunt, Loretta
Sent: Wednesday, July 12, 2017 11:39 AM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Subject: URGENT: Latest Information on VERA/VSIP Notifications,
Importance: High

HR Community,

1. Due to the leakage of VERA/VSIP information, AA/RAs must send out general notices to all employees **TODAY (7/12/17)!!!!**
2. Notices to employees in targeted positions are to be sent tomorrow morning (7/13/17).
3. The application window for VERA/VSIP is 7/13/17 through 7/26/17.
4. An updated schedule is attached.
5. The general and targeted employee notices have been updated to reflect the change in dates. Documents are attached.
6. The agency's business case and targeted position spreadsheet approved by OPM are attached.
7. We will post the agency's business case and targeted positions to the VERA/VSIP intranet site as soon as we redact the documents.

If you have any questions or concerns, please contact me or Debbi Hart.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Vizian, Donna [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB2401BF8D4F441DBF27F21E122BE2C5-VIZIAN, DONNA]
Sent: 7/19/2017 2:33:22 PM
To: Flynn, Mike [Flynn.Mike@epa.gov]; Bloom, David [Bloom.David@epa.gov]; Robbins, Chris [Robbins.Chris@epa.gov]
Subject: Science and the V/V

Chris provided some language that I tweaked a bit. What do you think?

Ex. 5 - Deliberative Process

From: Vizian, Donna
Location: DCRoomARN3330/DC-AR-OARM
Importance: High
Subject: Canceled: CDP ERB Meeting (VTC)
Start Date/Time: Wed 3/8/2017 7:00:00 PM
End Date/Time: Wed 3/8/2017 8:00:00 PM
Randy Johnson ECQs March 2017.docx
Randy Johnson Leadership Journey.docx
Randy Johnson Resume March 2017 wo PII.DOCX

Conference Line Ex. 6 - Personal Privacy code Ex. 6 - Personal Privacy

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 7/19/2017 2:58:01 PM
To: Flynn, Mike [Flynn.Mike@epa.gov]
Subject: Fwd: Mike's mass mailer

Begin forwarded message:

From: "Wheeler, Kimberly" <Wheeler.Kimberly@epa.gov>
Date: July 19, 2017 at 10:56:53 AM EDT
To: "Vizian, Donna" <Vizian.Donna@epa.gov>
Subject: RE: Mike's mass mailer

Dear Colleagues,

Ex. 5 - Deliberative Process

Mike Flynn
Acting Deputy Administrator

-----Original Message-----

From: Vizian, Donna
Sent: Wednesday, July 19, 2017 10:51 AM

To: Wheeler, Kimberly <Wheeler.Kimberly@epa.gov>
Subject: Mike's mass mailer

Kim in the 1st paragraph can you delete the words **Ex. 5 - Deliberative Process** and email it to me please.

Message

From: Vizian, Donna [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB2401BF8D4F441DBF27F21E122BE2C5-VIZIAN, DONNA]
Sent: 5/9/2017 7:03:42 PM
To: Nishida, Jane [Nishida.Jane@epa.gov]
Subject: RE: Potential V/V Themes

Yes, I think that is fine

From: Nishida, Jane
Sent: Tuesday, May 09, 2017 2:54 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: RE: Potential V/V Themes

Donna,

I have a conflict tomorrow – can I send Katrina Cherry, OITA's Office Director for personnel and budget management issues to the First Assistant meeting? Katrina is one who put our V/V package together.

Thanks,

Jane

From: Vizian, Donna
Sent: Monday, May 08, 2017 6:27 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Potential V/V Themes

Hi Everyone – hot off the press, attached are the proposals send in by each office. Also, below is a summary.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Message

From: Vizian, Donna [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB2401BF8D4F441DBF27F21E122BE2C5-VIZIAN, DONNA]
Sent: 5/9/2017 5:57:54 PM
To: Minoli, Kevin [Minoli.Kevin@epa.gov]
CC: Packard, Elise [Packard.Elise@epa.gov]
Subject: RE: Potential V/V Themes

Thanks. Let me share with Debbi and folks.

From: Minoli, Kevin
Sent: Tuesday, May 09, 2017 1:56 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Packard, Elise <Packard.Elise@epa.gov>
Subject: RE: Potential V/V Themes

Hi Donna- **Ex. 5 - Deliberative Process**

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process Thanks, Kevin

Kevin S. Minoli
Acting General Counsel
Office of General Counsel
US Environmental Protection Agency
Main Office Line: 202-564-8040

From: Vizian, Donna
Sent: Monday, May 08, 2017 6:27 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Potential V/V Themes

Hi Everyone – hot off the press, attached are the proposals send in by each office. Also, below is a summary.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 7/19/2017 2:48:13 PM
To: Flynn, Mike [Flynn.Mike@epa.gov]
CC: Bloom, David [Bloom.David@epa.gov]; Robbins, Chris [Robbins.Chris@epa.gov]
Subject: Re: Science and the V/V

Without talking about restructuring and we can't do that

On Jul 19, 2017, at 10:46 AM, Flynn, Mike <Flynn.Mike@epa.gov> wrote:

I don't think the current write up is compelling

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564- 4711

Sent from my iPhone

On Jul 19, 2017, at 10:46 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Chris can you answer these.

On Jul 19, 2017, at 10:45 AM, Flynn, Mike <Flynn.Mike@epa.gov> wrote:

Two thoughts;

Ex. 5 - Deliberative Process

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564- 4711

Sent from my iPhone

On Jul 19, 2017, at 10:33 AM, Vizian, Donna
<Vizian.Donna@epa.gov> wrote:

Chris provided some language that I tweaked a bit. What do you think?

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Appointment

From: Vizian, Donna [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB2401BF8D4F441DBF27F21E122BE2C5-VIZIAN, DONNA]
Sent: 4/10/2017 7:16:30 PM
To: Snyder, Richard J. [Richard.Snyder@opm.gov]
Subject: Accepted: OMB Workforce Reduction CHCOC Update [WARNING: DKIM validation failed]
Location: 1-866-727-6532 Participant Code: 12240910

Start: 4/12/2017 6:00:00 PM
End: 4/12/2017 7:00:00 PM

Recurrence: (none)